



TOWN OF DISCOVERY BAY
A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
AGENDA PACKET

Regular Meeting
Wednesday, April 5, 2017

7:00 P.M. Regular Meeting

Community Center
1601 Discovery Bay Boulevard



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

NOTICE OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday April 5, 2017

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

During Public Comments, the public may address the Board on any issue within the District's jurisdiction which is not on the Agenda. The public may comment on any item on the Agenda at the time the item is before the Board for consideration. Any person wishing to speak must come up and speak from the podium and will have 3 minutes to make their comment. There will be no dialog between the Board and the commenter. Any clarifying questions from the Board must go through the President.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of DRAFT minutes of regular meeting for March 15, 2017.
2. Approve Register of District Invoices.
3. Direction to HERWIT Engineering to prepare the 2017-2018 Annual Assessment Report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9 by Resolution No. 2017-06.
4. Approval of Draft Annual Water Quality Report/Consumer Confidence Report - Reporting year 2016.
5. Approval of Resolution 2017-08 to rescind Resolution 2016-21 which supported legislative action to facilitate reallocation of property tax revenues.

D. AREA AGENCIES REPORTS / PRESENTATION

1. Supervisor Diane Burgis, District III Report
2. Sheriff's Office Report
3. CHP Report
4. Contra Costa County Public Works: Discovery Bay Area of Benefit Update

E. LIAISON REPORTS

F. BUSINESS AND ACTION ITEMS

1. Open the public hearing on Resolution No. 2017-07 to form a Groundwater Sustainability Agency ("GSA") and discussion and possible action regarding a Memorandum of Understanding (MOU) with other East Contra Costa County Water Agencies, close the public hearing and consider adopting Resolution No. 2017-07.
2. Discussion and possible action related to the replacement of the Roberta Fuss Tot Lot Play Structure.
3. Discussion and possible action regarding an "opt out" alternative to the installation of a smart meter.

4. Discussion and possible action regarding letter to Senator Glazer concerning East Contra Costa Fire Protection District funding.
5. Discussion and possible action related to District Board member regional representation.

G. MANAGER'S REPORT

1. Verbal update Special Projects/PG&E - Parks/Landscaping.

H. INFORMATIONAL ITEMS ONLY

I. DIRECTORS' REPORTS

1. Standing Committee Reports
2. Other Reportable Items

J. GENERAL MANAGER'S REPORT

K. CORRESPONDENCE RECEIVED

L. FUTURE AGENDA ITEMS

M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

N. CLOSED SESSION:

1. Conference with Legal Counsel—Anticipated Litigation pursuant to Government Code Section 54956.9(b) - (Two Potential Cases).

O. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

P. ADJOURNMENT

1. Adjourn to the next regular meeting of April 19, 2017 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

"This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925)634-1131, during regular business hours, at least twenty-four hours prior to the time of the meeting."

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday March 15, 2017
REGULAR MEETING 7:00 P.M.**

**Community Center
1601 Discovery Bay Boulevard, Discovery Bay, California
Website address: www.todb.ca.gov**

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Leete
2. Pledge of Allegiance – Led by President Leete
3. Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of regular and closed session minutes for March 1, 2017
2. Approve Register of District Invoices
3. Approval of the addition to the Parks and Recreation Event Calendar for 2017
4. Approve the adoption of Resolution No. 2017-05 and the Records Retention Schedules
5. Adopt and Present Proclamation 17-02 thanking and honoring Fire Chief Hugh Henderson for his many years of public safety service and congratulate him on his retirement

President Leete – Pulled Item C-3 for discussion

Motion by: Director Pease to approve items C-1, C-2, C-4, and C-5 of the Consent Calendar.

Second by: Director Steele

Vote: Motion Carried – AYES: 5, NOES: 0

Recreation Programs Supervisor Kaiser – Introduced the representatives from the Discovery Bay Chamber of Commerce who provided the details of the addition to the events calendar.

Motion by: Director Pease to approve C-3 of the Consent Calendar

Second by: Director Mayer

Vote: Motion Carried – AYES: 4 – President Leete, Vice-President Graves, Director Mayer, Director Pease

NOES: 0, ABSTAIN: 1 – Director Steele

D. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report

Chief Henderson – Provided an East Contra Costa Fire Protection District update regarding the February 2017 report.

President Leete – Presented Proclamation 17-02 to Chief Henderson and each of the Board Members thanked Chief Henderson for all of his hard work.

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of February 2017

Project Manager Sadler – Provided the details of the February 2017 Monthly Operations Report. There was discussion regarding the presentation provided in relation to the new Technology – SL-RAT along with the

data collected. The discussion continued regarding the data collected with the SL-RAT; the data collected is through each manhole and is transmitted and received.

F. BUSINESS AND ACTION ITEMS

1. Annual Audited Financial Statements: Receive report from the District's Auditor and consider approving the FY 2015-16 Audited Financial Statements.

Croce, Sanguinetti, & Vander Veen – Provided the details of the Annual Audited Financial Statements for FY 2016-16.

Public Comment Regarding:

- Unallocated surplus/reserves and a Prop 218

The auditors provided the details regarding the public comment question related to the surplus and reserves referred to on page 17 of the FY2015-16 Audited Finance Statements.

Motion by: Director Pease to approve and accept the FY 2015-16 Audited Financial Statements.

Second by: Director Graves

Vote: Motion Carried – AYES: 5, NOES: 0

2. Discussion and consideration to approve the agreement with Urban Futures Inc. to provide the District with both Continuing Disclosure and Dissemination Agent Services.

Finance Manager Breitstein – Provided the details regarding the continuing Disclosure and Dissemination Agent Services and the desire to act as the Districts Dissemination Agent.

Motion by: Director Graves to engage Urban Futures Inc. to provide the District with both Continuing Disclosure and Dissemination Agent Services.

Second by: Director Pease

Vote: Motion Carried – AYES: 5, NOES: 0

3. Discussion and possible action related to the letter sent regarding Re-allocate ad valorem property taxes as requested by the East Contra Costa Fire Protection District.

Director Graves – Provided a background of the letter that was originally sent out on November 21, 2016 and the need to revise that letter. There was discussion regarding the original letter sent in relation to the property taxes.

Public Comments Regarding:

- Does not want to have an increase in property taxes
- Emergency services are essential, however not in support of reallocating the cost
- Supports the reconsideration of the revised letter
- Commends the board in taking action of a revised letter
- Study done regarding what the Fire District needs

The Board requested that the item be brought back to the board to approve a revised letter.

G. INFORMATIONAL ITEMS ONLY

None

H. DIRECTORS' REPORTS

1. Standing Committee Reports – Director Mayer regarding the Finance meeting, Director Pease regarding the Parks and Recreation meeting.
2. Other Reportable Items – President Leete stated that there will be a meeting in Brentwood on March 23rd regarding the Tunnels.

There was discussion regarding President Leete representing the Discovery Bay Board of Directors at the meeting in relation to the Tunnels. By consensus the Board authorized President Leete to represent the Board at the Tunnel meeting.

Legal Counsel Streeter – Provided legal advice regarding President Leete representing the Discovery Bay Board of Directors in relation to the Tunnels meeting on March 23rd.

I. MANAGER'S REPORT

None

J. GENERAL MANAGER'S REPORT

Provided an update in relation to the Water Meter Installation Project.

K. CORRESPONDENCE RECEIVED

1. Received February 22, 2017 from Special District Risk Management Authority – Workers' Compensation Longevity Distribution.
2. Received March 6, 2017 - Interim Fire Chief Helmick Press Release.

L. FUTURE AGENDA ITEMS

- Presentation from Vector Control

Public Comment:

- Environmental Impact Report (EIR) on Groundwater in relation to the Tunnels

M. ADJOURNMENT

1. The meeting adjourned at 8:03 p.m. to the regular meeting on April 5, 2017 beginning at 7:00 a.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 03-22-17

<http://www.todb.ca.gov/agendas-minutes>

DRAFT



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 05, 2017

Prepared By: Dina Breitstein, Finance Manager & Lesley Marable, Accountant
Submitted By: Mike Davies, General Manager

MRD

Agenda Title

Approve Register of District Invoices

Recommended Action

Staff recommends that the Board approve the listed invoices for payment

Executive Summary

District invoices are paid on a regular basis, and must obtain Board authorization prior to payment. Staff recommends Board authorization in order that the District can continue to pay warrants in a timely manner.

Fiscal Impact:

Amount Requested \$ 400,025.83

Sufficient Budgeted Funds Available?: Yes (If no, see attached fiscal analysis)

Prog/Fund # See listing of invoices. **Category:** Operating Expenses and Capital Improvements

Previous Relevant Board Actions for This Item

Attachments

Request For Authorization to Pay Invoices for the Town of Discovery Bay CSD 2016/2017
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 8 2016/2017
Request For Authorization to Pay Invoices for the Discovery Bay Lighting & Landscape District # 9 2016/2017

AGENDA ITEM: C-2

**Request For Authorization To Pay Invoices (RFA)
For The Meeting On April 0 5, 2017
Town of Discovery Bay CSD
For Fiscal Year's 7/16 - 6/17**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Contra Costa County Reimbursement				
Neumiller & Beardslee	282821	General Services Jan 2017 (Z57,Z61)	02/28/17	\$1,592.52
Ross Recreation Equipment Co., Inc.	I10406	Landscape Maintenance (Z61)	03/09/17	\$863.58
Tee Janitorial & Maintenance	8714	Janitorial Service March 2017 (Z57,Z61)	03/19/17	\$80.00
U.S. Bank Corporate Payment System	4246044555703473/021	Landscape Maintenance (Z35,Z57,Z61)	02/27/17	\$588.64
Watersavers Irrigation Inc.	1799286-00	Landscape Maintenance (Z61)	03/02/17	\$31.10
		Contra Costa County	Sub-Total	\$3,155.84
Water				
Aflac	724172	Supplemental Insurance March 2017	03/25/17	\$339.18
Alhambra	13710019 031717	Bottle Water Service	03/17/17	\$11.86
Badger Meter	80010697	Beacon Cellular Data Feb 2017	02/28/17	\$2,402.11
Big Dog Computer	BDC33286	IT Support, Laptop Setup	02/21/17	\$71.50
Big Dog Computer	BDC33293	IT Support, Hardware Repair	02/28/17	\$9.00
Big Dog Computer	BDC33295	IT Support, Security Maintenance	03/05/17	\$39.67
Big Dog Computer	BDC33296	IT Support, Meeting Recording	03/05/17	\$46.50
Big Dog Computer	BDC33302	IT Support, Software Issue	03/13/17	\$26.00
Big Dog Computer	BDC33303	IT Support, Laptop Repair	03/13/17	\$57.00
Big Dog Computer	BDC33305	IT Support, Computer Supplies	03/17/17	\$55.84
Big Dog Computer	BDC33306	IT Support, Software Install	03/22/17	\$307.50
Big Dog Computer	BDC33307	IT Support, Email Issue	03/22/17	\$65.00
Bill Pease	MARCH 2017	Expense Report March 2017	03/28/17	\$92.00
CaliforniaChoice Benefit Admin	2655258/53040	Health Insurance May 2017	03/29/17	\$4,483.55
Chris Steele	MARCH 2017	Expense Report March 2017	03/28/17	\$138.00
Cintas	185594290	Mats	03/01/17	\$6.86
Cintas	185595273	Mats	03/08/17	\$6.86
Cintas	185596267	Mats	03/15/17	\$6.86
Cintas	185597249	Mats	03/22/17	\$6.86
Century Development	New Melones	Closed Account, Refund Overpayment	03/07/17	\$28.44
Contra Costa County	PERMIT 1	Permit Equipment Cover	03/17/17	\$1,007.38
County of Contra Costa Public Works Dept	700959	Encroachment Permits	03/13/17	\$1,277.87
County Of Contra Costa, Dept of Info Tec	10909	Data Processing Feb 2017	03/17/17	\$19.80
Croce, Sanguinetti & Vander Veen, Inc.	5100	Audit Preparation	03/10/17	\$520.00
Croce, Sanguinetti & Vander Veen, Inc.	5112	Consulting Services	03/15/17	\$3,176.00
Discovery Locks & More, Inc.	14741	Hardware	02/07/17	\$60.83
Discovery Pest Control	206423	Pest Control	03/16/17	\$54.40
Du-All Safety	18632	Safety Training	02/28/17	\$155.43
Freedom Mailing Service, Inc	30833	Water Bill Processing Feb 2017	03/09/17	\$1,025.63
Gemini Group L.L.C.	116-12801	Consumer Confidence Water Quality Report	03/14/17	\$2,276.16
Gladwell Governmental Services, Inc.	3610	Records Retention Review FY16-17	01/29/17	\$100.00
HD Supply Waterworks, LTD	G796825	Water Meter Project, Box With Probe Lid	03/01/17	\$2,192.63
HD Supply Waterworks, LTD	G848137	Water Meter Project Meter Box Lids	03/13/17	\$908.07
J.W. Backhoe & Construction, Inc.	2758	Valve Repair Clipper Dr	03/16/17	\$17,197.44
J.W. Backhoe & Construction, Inc.	2759	Water Leak Sand Point	03/16/17	\$3,877.84
Kevin Graves	MARCH 2017	Expense Report March 2017	03/28/17	\$248.15
Luhdorff & Scalmanini	32680	PLC Upgrades Feb 2017	02/26/17	\$6,698.57
Luhdorff & Scalmanini	32681	Urban Water Management Plan	02/26/17	\$810.00
National Meter & Automation, Inc.	S1076872.006	Meters and Endpoints, Water Meter Project	03/10/17	\$150,911.33
Neopost (Postage Account)	7900044908384658/317	Postage	03/15/17	\$136.00
Neumiller & Beardslee	282821	Water Meter Project Jan 2017	02/28/17	\$7,362.49
Neumiller & Beardslee	282821	General Services Jan 2017	02/28/17	\$7,769.10
Neumiller & Beardslee	282823	Hofmann v. TODB	02/28/17	\$81.65
Office Depot	910617560001	Office Supplies	03/03/17	\$51.46
Office Depot	910617733001	Office Supplies	03/03/17	\$23.99
Office Depot	912615924001	Office Supplies	03/13/17	\$30.87
Office Team	47851437	Water Meter Project Temporary	03/02/17	\$421.50
Office Team	47901253	Water Meter Project Temporary	03/09/17	\$427.20
Office Team	47949755	Water Meter Project Temporary	03/16/17	\$320.40
Pacific Gas & Electric	1521433231-2/031317	Electric & Gas Bill 02/09/17-03/12/17	03/13/17	\$3,862.03
Pacific Gas & Electric	2943721807-5/031017	Electric & Gas Bill 02/08/17-03/09/17	03/10/17	\$13,035.15
ReliaStar Life Insurance Company	#JR52 457(B) 033117	457(b) 03/16/17-03/31/17	03/31/17	\$393.02
Ricoh USA, Inc	5047607998	Photocopier	03/17/17	\$127.33

Robert Leete	MARCH 2017	Expense Report March 2017	03/28/17	\$138.00
SDRMA	22745	Ancillary Benefits April 2017	03/24/17	\$572.00
Shred-It USA-Concord	8121929409	Shredding Service Feb 2017	03/07/17	\$23.33
Star Awards	17-3-002	Name Plates	03/13/17	\$7.74
Sue Heintl	MARCH 2017	Expense Report March 2017	03/28/17	\$28.12
TASC	450775312003/041715	IRS Section 125 Health Savings Account March 2017	04/01/17	\$289.99
Tee Janitorial & Maintenance	8714	Janitorial Service March 2017	03/19/17	\$285.60
U.S. Bank Corporate Payment System	4246044555703473/021	Water Meter Project	02/27/17	\$34.99
U.S. Bank Corporate Payment System	4246044555703473/021	Travel & Meetings	02/27/17	\$70.33
U.S. Bank Corporate Payment System	4246044555703473/021	Telephone General	02/27/17	\$389.80
U.S. Bank Corporate Payment System	4246044555703473/021	Telecom Networking	02/27/17	\$723.34
U.S. Bank Corporate Payment System	4246044555703473/021	Vehicle & Equipment Fuel	02/27/17	\$414.35
U.S. Bank Corporate Payment System	4246044555703473/021	Vehicle Repair & Maintenance	02/27/17	\$25.00
U.S. Bank Corporate Payment System	4246044555703473/021	Info System	02/27/17	\$143.30
U.S. Bank Corporate Payment System	4246044555703473/021	Computer Equipment & Supplies	02/27/17	\$267.60
U.S. Bank Corporate Payment System	4246044555703473/021	Postage	02/27/17	\$7.50
U.S. Bank Corporate Payment System	4246044555703473/021	Office Supplies	02/27/17	\$196.81
U.S. Bank Corporate Payment System	4246044555703473/021	Building Maintenance	02/27/17	\$19.10
U.S. Bank Corporate Payment System	4246044555703473/021	Safety Equipment & Supplies	02/27/17	\$157.60
United States Postal Services	PI/15 2017	Permit Renewal	03/20/17	\$90.00
Univar	SJ803052	Chemicals Delivered 03/03/17	03/03/17	\$270.58
Univar	SJ803053	Chemicals Delivered 03/03/17	03/03/17	\$165.90
Upper Case Printing, Ink.	11679	Office Supplies	03/02/17	\$82.00
Van De Pol Enterprises, Inc.	0585691-IN	Diesel Fuel	03/07/17	\$968.44
Verizon Wireless	9781080507	Cell Phone Bill Feb 2017	02/26/17	\$202.06
William Mayer	MARCH 2017	Expense Report March 2017	03/28/17	\$138.00

Water Sub-Total \$240,471.79

Wastewater

Aflac	724172	Supplemental Insurance March 2017	03/25/17	\$508.76
Alhambra	13710019 031717	Bottle Water Service	03/17/17	\$17.79
Big Dog Computer	BDC33286	IT Support, Laptop Setup	02/21/17	\$107.25
Big Dog Computer	BDC33293	IT Support, Hardware Repair	02/28/17	\$13.50
Big Dog Computer	BDC33295	IT Support, Security Maintenance	03/05/17	\$59.50
Big Dog Computer	BDC33296	IT Support, Meeting Recording	03/05/17	\$69.75
Big Dog Computer	BDC33302	IT Support, Software Issue	03/13/17	\$39.00
Big Dog Computer	BDC33303	IT Support, Laptop Repair	03/13/17	\$85.50
Big Dog Computer	BDC33305	IT Support, Computer Supplies	03/17/17	\$83.77
Big Dog Computer	BDC33307	IT Support, Email Issue	03/22/17	\$97.50
Bill Brandt Ford	159446	Vehicle Repair & Maintenance	03/03/17	\$51.38
Bill Pease	MARCH 2017	Expense Report March 2017	03/28/17	\$138.00
CaliforniaChoice Benefit Admin	2655258/53040	Health Insurance May 2017	03/29/17	\$6,725.32
Chris Steele	MARCH 2017	Expense Report March 2017	03/28/17	\$207.00
Cintas	185594290	Mats	03/01/17	\$14.20
Cintas	185594290	Uniforms	03/01/17	\$10.30
Cintas	185595273	Mats	03/08/17	\$14.20
Cintas	185595273	Uniforms	03/08/17	\$10.30
Cintas	185596267	Mats	03/15/17	\$14.20
Cintas	185596267	Uniforms	03/15/17	\$14.20
Cintas	185597249	Mats	03/22/17	\$14.20
Cintas	185597249	Uniforms	03/22/17	\$10.30
Comcast	8155400350232938/317	WWTP#2 Internet Mar 2017	03/03/17	\$119.45
Comcast	8155400350232946/317	WWTP#1 Internet Mar 2017	03/03/17	\$102.52
Contra Costa County	PERMIT 1	Permit Equipment Cover	03/17/17	\$1,511.07
County of Contra Costa Public Works Dept	46220/359170	Permit Encroachment	01/17/17	-\$0.01
County of Contra Costa Public Works Dept	51258/362633	Permit Compliance Verification	03/14/17	\$0.47
County Of Contra Costa, Dept of Info Tec	10909	Data Processing Feb 2017	03/17/17	\$29.70
Croce, Sanguinetti & Vander Veen, Inc.	5100	Audit Preparation	03/10/17	\$780.00
Croce, Sanguinetti & Vander Veen, Inc.	5112	Consulting Services	03/15/17	\$4,764.00
Discovery Locks & More, Inc.	14741	Hardware	02/07/17	\$91.24
Discovery Pest Control	206287	Pest Control	03/02/17	\$70.00
Discovery Pest Control	206423	Pest Control	03/16/17	\$81.60
Du-All Safety	18632	Safety Training	02/28/17	\$233.14
Gladwell Governmental Services, Inc.	3610	Records Retention Review FY16-17	01/29/17	\$150.00
Herwit Engineering	17-2	Professional Services Feb 2017	03/01/17	\$1,120.00
Herwit Engineering	DB-MP-7-12	Effluent Filtration Project Feb 2017	03/01/17	\$14,488.48
Kevin Graves	MARCH 2017	Expense Report March 2017	03/28/17	\$372.22
Kleinfelder, Inc.	1142841	Effluent Filtration Project	03/09/17	\$2,995.85
Neopost (Postage Account)	7900044908384658/317	Postage	03/15/17	\$204.00

Neumiller & Beardslee	282821	General Services Jan 2017	02/28/17	\$10,294.40
Neumiller & Beardslee	282823	Hofmann v. TODB	02/28/17	\$122.48
Office Depot	810617734001	Office Supplies	03/03/17	\$6.32
Office Depot	910617560001	Office Supplies	03/03/17	\$77.19
Office Depot	910617733001	Office Supplies	03/03/17	\$35.98
Office Depot	912615924001	Office Supplies	03/13/17	\$46.30
Pacific Gas & Electric	1181942262-4/030917	Electric & Gas Bill 02/07/17-03/08/17	03/09/17	\$3,443.80
Pacific Gas & Electric	7312115758-7/031417	Electric & Gas Bill 02/09/17-03/12/17	03/14/17	\$31,595.89
ReliaStar Life Insurance Company	#JR52 457(B) 033117	457(b) 03/16/17-03/31/17	03/31/17	\$589.53
Ricoh USA, Inc	5047607998	Photocopier	03/17/17	\$190.99
Robert Leete	MARCH 2017	Expense Report March 2017	03/28/17	\$215.88
SDRMA	22745	Ancillary Benefits April 2017	03/24/17	\$858.01
Shred-It USA-Concord	8121929409	Shredding Service Feb 2017	03/07/17	\$34.99
Star Awards	17-3-002	Name Plates	03/13/17	\$11.62
Sue Heintl	MARCH 2017	Expense Report March 2017	03/28/17	\$42.18
TASC	450775312003/041715	IRS Section 125 Health Savings Account March 2017	04/01/17	\$434.98
Tee Janitorial & Maintenance	8714	Janitorial Service March 2017	03/19/17	\$428.40
U.S. Bank Corporate Payment System	4246044555703473/021	Travel & Meetings	02/27/17	\$25.93
U.S. Bank Corporate Payment System	4246044555703473/021	Telephone General	02/27/17	\$1,063.33
U.S. Bank Corporate Payment System	4246044555703473/021	Telecom Networking	02/27/17	\$1,085.00
U.S. Bank Corporate Payment System	4246044555703473/021	Vehicle & Equipment Fuel	02/27/17	\$364.40
U.S. Bank Corporate Payment System	4246044555703473/021	Info System	02/27/17	\$239.20
U.S. Bank Corporate Payment System	4246044555703473/021	Computer Equipment & Supplies	02/27/17	\$401.40
U.S. Bank Corporate Payment System	4246044555703473/021	Computer Software	02/27/17	\$97.41
U.S. Bank Corporate Payment System	4246044555703473/021	Office Supplies	02/27/17	\$295.21
U.S. Bank Corporate Payment System	4246044555703473/021	PGE Funded Projects, Pool Equipment Shed	02/27/17	\$5,607.59
U.S. Bank Corporate Payment System	4246044555703473/021	Building Maintenance	02/27/17	\$28.65
U.S. Bank Corporate Payment System	4246044555703473/021	Safety Equipment & Supplies	02/27/17	\$236.40
United States Postal Services	PI/15 2017	Permit Renewal	03/20/17	\$135.00
Van De Pol Enterprises, Inc.	0585691-IN	Diesel Fuel	03/07/17	\$1,452.66
Verizon Wireless	9781080507	Cell Phone Bill Feb 2017	02/26/17	\$303.09
William Mayer	MARCH 2017	Expense Report March 2017	03/28/17	\$207.00

Wastewater Sub-Total \$95,390.86

Grand Total \$339,018.49

**Request For Authorization To Pay Invoices (RFA)
For The Meeting On April 05, 2017
Town of Discovery Bay, D.Bay L&L Park #8
For Fiscal Year's 7/16 - 6/17**

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Zone 8				
Cintas	185594290	Uniforms	03/01/17	\$50.24
Cintas	185595273	Uniforms	03/08/17	\$48.24
Cintas	185596267	Uniforms	03/15/17	\$54.61
Cintas	185597249	Uniforms	03/22/17	\$48.24
Comcast	8155400350357156/317	Internet Service	03/15/17	\$169.74
Commercial Tree Care	27892	Tree Maintenance	02/17/17	\$780.00
Commercial Tree Care	27907	Tree Maintenance	02/21/17	\$4,045.00
Delta Debris Box Service	1300647	40 Yd Pull & Replace	02/28/17	\$1,164.00
Du-All Safety	18632	Safety Training	02/28/17	\$971.43
Neumiller & Beardslee	282821	General Services Jan 2017	02/28/17	\$315.00
Pacific Gas & Electric	0869258994-1/031017	Electric & Gas Bill 02/08/17-03/09/17	03/10/17	\$503.12
Pacific Gas & Electric	5939734421-5/031617	Electric & Gas Bill 02/15/17-03/16/17	03/16/17	\$8,262.48
Tee Janitorial & Maintenance	8714	Janitorial Service March 2017	03/19/17	\$720.00
Town of Discovery Bay, CSD	9-900-000-002-7.02	Water Bill 2/01/17-2/28/17	02/28/17	\$13.08
Town of Discovery Bay, CSD	9-900-000-004-2.01	Water Bill 2/01/17-2/28/17	02/28/17	\$47.58
Town of Discovery Bay, CSD	9-900-000-004-2.02	Water Bill 2/01/17-2/28/17	02/28/17	\$25.18
Town of Discovery Bay, CSD	9-900-000-004-2.03	Water Bill 2/01/17-2/28/17	02/28/17	\$39.68
Town of Discovery Bay, CSD	9-900-000-004-2.04	Water Bill 2/01/17-2/28/17	02/28/17	\$26.76
Town of Discovery Bay, CSD	9-900-000-004-2.05	Water Bill 2/01/17-2/28/17	02/28/17	\$25.18
Town of Discovery Bay, CSD	9-900-000-004-2.06	Water Bill 2/01/17-2/28/17	02/28/17	\$25.18
Town of Discovery Bay, CSD	9-900-000-004-2.07	Water Bill 2/01/17-2/28/17	02/28/17	\$39.68
Town of Discovery Bay, CSD	9-900-000-004-2.08	Water Bill 2/01/17-2/28/17	02/28/17	\$39.68
Town of Discovery Bay, CSD	9-900-000-004-2.09	Water Bill 2/01/17-2/28/17	02/28/17	\$39.68
Town of Discovery Bay, CSD	9-900-000-004-2.10	Water Bill 2/01/17-2/28/17	02/28/17	\$39.68
Town of Discovery Bay, CSD	9-900-000-004-4.01	Water Bill 2/01/17-2/28/17	02/28/17	\$13.08
Town of Discovery Bay, CSD	9-900-000-004-4.02	Water Bill 2/01/17-2/28/17	02/28/17	\$39.68
Town of Discovery Bay, CSD	9-900-000-004-4.03	Water Bill 2/01/17-2/28/17	02/28/17	\$42.84
Town of Discovery Bay, CSD	9-900-000-004-4.04	Water Bill 2/01/17-2/28/17	02/28/17	\$13.08
Town of Discovery Bay, CSD	9-900-000-004-4.05	Water Bill 2/01/17-2/28/17	02/28/17	\$25.18
Town of Discovery Bay, CSD	9-900-000-012-0.01	Water Bill 2/01/17-2/28/17	02/28/17	\$25.18
Town of Discovery Bay, CSD	511	Payroll Reimbursement Feb 2017	03/24/17	\$19,685.77
U.S. Bank Corporate Payment System	4246044555703473/021	Telecom Networking	02/27/17	\$169.74
U.S. Bank Corporate Payment System	4246044555703473/021	Vehicle & Equipment Fuel	02/27/17	\$328.16
U.S. Bank Corporate Payment System	4246044555703473/021	Equipment Maintenance	02/27/17	\$434.37
U.S. Bank Corporate Payment System	4246044555703473/021	Landscape Maintenance	02/27/17	\$375.84
U.S. Bank Corporate Payment System	4246044555703473/021	Safety Equipment & Supplies	02/27/17	\$84.09
Verizon Wireless	9781080507	Cell Phone Bill Feb 2017	02/26/17	\$132.38
Watersavers Irrigation Inc.	1806289-00	Landscape Maintenance	03/22/17	\$250.71
			Total	\$39,113.56
Community Center				
Alhambra	13710019 031717	Community Center-Bottle Water Service	03/17/17	\$32.63
Bailey Bautista	MARCH 2017	Community Center-Expense Report Mar 2017	03/24/17	\$43.99
Big Dog Computer	BDC33300	Community Center-IT Support	03/12/17	\$285.00
Big Dog Computer	BDC33301	Community Center-Email Set Up	03/12/17	\$250.00
Big Dog Computer	BDC33304	Community Center-Email Set Up	03/16/17	\$50.00
Cintas	185594290	Community Center-Mats	03/01/17	\$53.90
Cintas	185595273	Community Center-Mats	03/08/17	\$53.90
Cintas	185596267	Community Center-Mats	03/15/17	\$53.90
Cintas	185597249	Community Center-Mats	03/22/17	\$53.90
Comcast	8155400350238372/317	Community Center-Internet Service	03/22/17	\$181.64

Department of Justice	222258	Community Center-Employment Screening	03/06/17	\$98.00
Jinni Ciruli	1	Community Center-Rental Refund	03/22/17	\$40.00
Leslie Larsen	1	Community Center-Class Refund	03/14/17	\$30.00
Leslie's Pool Supplies, Inc.	27-352925	Community Center-Swimming Pool ADA Chair	03/10/17	\$6,423.04
Lincoln Equipment, Inc.	SI311049	Community Center-Pool Chemicals	03/17/17	\$146.27
Lucia Peters	9	Community Center-Program Fees	03/17/17	\$189.00
Office Depot	909379612001	Community Center-Office Supplies	03/01/17	\$94.20
Office Depot	909379792001	Community Center-Office Supplies	03/01/17	\$5.19
Office Depot	912846757001	Community Center-Office Supplies	03/14/17	\$72.24
Pacific Gas & Electric	5702839598-6/031017	Community Center-Electric & Gas Bill 02/08/17-03/09/17	03/10/17	\$893.19
Tee Janitorial & Maintenance	8714	Community Center-Janitorial Service March 2017	03/19/17	\$260.00
Town of Discovery Bay, CSD	9-900-000-002-6.02	Community Center-Water Bill 2/01/17-2/28/17	02/28/17	\$26.56
Town of Discovery Bay, CSD	9-900-000-002-6.03	Community Center-Water Bill 2/01/17-2/28/17	02/28/17	\$78.35
U.S. Bank Corporate Payment System	4246044555703473/021	Community Center-Telephone General	02/27/17	\$442.07
U.S. Bank Corporate Payment System	4246044555703473/021	Community Center-Telecom Networking	02/27/17	\$181.64
U.S. Bank Corporate Payment System	4246044555703473/021	Community Center-Monthly Software	02/27/17	\$349.40
U.S. Bank Corporate Payment System	4246044555703473/021	Community Center-Building Maintenance	02/27/17	\$1,272.51
U.S. Bank Corporate Payment System	4246044555703473/021	Community Center-Pool Maintenance	02/27/17	\$24.89
U.S. Bank Corporate Payment System	4246044555703473/021	Community Center-Special Expense	02/27/17	\$9.96
ULINE	84897112	Community Center-Safety Supplies	03/03/17	\$81.21
ULINE	85217008	Community Center-Pool Chemicals	03/15/17	\$1,097.02
United States Postal Services	15/040917	Community Center-Postage Activity Guides	03/13/17	\$985.00
Univar	SI304450	Community Center-Pool Chemicals	02/24/17	-\$240.00
Verizon Wireless	9781080507	Community Center-Cell Phone Bill Feb 2017	02/26/17	\$53.39
Watersavers Irrigation Inc.	1803806-00	Community Center-Landscape Maintenance	03/15/17	\$44.91

Total \$13,716.90

Grand Total **\$52,830.46**

Request For Authorization To Pay Invoices (RFA)
For The Meeting On April 05, 2017
Town of Discovery Bay, D.Bay L&L Park #9 (Ravenswood)
For Fiscal Year's 7/16 - 6/17

<u>Vendor Name</u>	<u>Invoice Number</u>	<u>Description</u>	<u>Invoice Date</u>	<u>Amount</u>
Cintas	185594290	Uniforms	03/01/17	\$58.43
Cintas	185595273	Uniforms	03/08/17	\$53.28
Cintas	185596267	Uniforms	03/15/17	\$57.61
Cintas	185597249	Uniforms	03/22/17	\$53.58
Pacific Gas & Electric	0403377952-3/030917	Electric & Gas Bill 02/07/17-03/08/17	03/09/17	\$44.27
Tee Janitorial & Maintenance	8714	Janitorial Service March 2017	03/19/17	\$280.00
Town of Discovery Bay, CSD	9-900-000-004-3.01	Water Bill 2/01/17-2/28/17	02/28/17	\$52.04
Town of Discovery Bay, CSD	9-900-000-004-3.02	Water Bill 2/01/17-2/28/17	02/28/17	\$39.68
Town of Discovery Bay, CSD	9-900-000-004-3.03	Water Bill 2/01/17-2/28/17	02/28/17	\$39.68
Town of Discovery Bay, CSD	510	Payroll Reimbursement Feb 2017	03/24/17	\$4,988.85
U.S. Bank Corporate Payment System	4246044555703473/021	Telephone General	02/27/17	\$7.35
U.S. Bank Corporate Payment System	4246044555703473/021	Vehicle & Equipment Fuel	02/27/17	\$417.81
U.S. Bank Corporate Payment System	4246044555703473/021	Vehicle Supplies & Repairs	02/27/17	\$447.72
U.S. Bank Corporate Payment System	4246044555703473/021	Equipment Maintenance	02/27/17	\$40.87
U.S. Bank Corporate Payment System	4246044555703473/021	Landscape Maintenance	02/27/17	\$626.40
U.S. Bank Corporate Payment System	4246044555703473/021	Safety Equipment & Supplies	02/27/17	\$114.09
Verizon Wireless	9781080507	Cell Phone Bill Feb 2017	02/26/17	\$132.39
Watersavers Irrigation Inc.	1804776-00	Landscape Maintenance	03/17/17	\$722.83
			Total	\$8,176.88



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 5, 2017

Prepared By: Dina Breitstein, Finance Manager
Submitted By: Dina Breitstein, Finance Manager



Agenda Title

Direction to HERWIT Engineering to prepare the 2017-2018 Annual Assessment Report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9 by Resolution No. 2017-06.

Recommended Action

Adopt Resolution No. 2017-06 authorizing the Assessment review of the Ravenswood Improvement District Landscape and Lighting Zone #9, and direct Herwit Engineering to prepare the Engineer's Assessment Report.

Executive Summary

As part of the annual assessment process for the Ravenswood Improvement District – Discovery Bay Landscape and Lighting Zone #9, the Board must approve and direct an Engineer's Assessment Report be prepared. This approval must be by Resolution.

Since its inception, the Engineer's assessment reports have been drafted and prepared by HERWIT Engineering (HERWIT). Due to their in-depth knowledge of the zone and access to historical data, staff recommends approving Resolution 2017-06, which directs HERWIT to prepare the 2017-2018 Annual Assessment Report for Ravenswood Improvement District – Discovery Bay Landscape and Lighting Zone #9.

HERWIT Engineering would perform this work under the current contract with the Town for an amount not to exceed \$1,500.00.

Fiscal Impact:

Amount Requested \$1,500.00

Sufficient Budgeted Funds Available?: YES

Prog/Fund # 9/2310 Category: Operating Expenses

Previous Relevant Board Actions for This Item

None

Attachments

Resolution 2017-06

AGENDA ITEM: C-3



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2017-06

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
REGARDING THE ANNUAL ASSESSMENT
OF THE RAVENSWOOD IMPROVEMENT DISTRICT
LANDSCAPE AND LIGHTING ZONE #9**

WHEREAS, the Board of Directors of the Town of Discovery Bay CSD, pursuant to a will-serve letter with the developer of that subdivision known as Ravenswood, has formed a landscaping, park, lighting and open space district, known as Ravenswood Improvement District – DB L&L Zone #9, for the purpose of providing for the operation and maintenance of landscaping, parks, street lights and open space installed in said subdivision by developer; and

WHEREAS, the Board of Directors now desires to levy the annual assessment for Fiscal Year 2017-2018 for such district.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY DOES HEREBY RESOLVE AS FOLLOWS:

1. The Board of Directors of the Town of Discovery Bay Community Services District, in an effort to deter crime, provide traffic safety, aid law enforcement, and provide a better neighborhood environment has formed an assessment district pursuant to California Streets & Highway Code, Division 15, Part 2, sections 22500 and following, pursuant to Resolution 2005-03.
2. The improvements, the operation and maintenance of which are intended to be funded by the assessments levied by the proposed assessment district, include all expenses associated with the maintenance and operation of non-privately owned landscaping, parks, street lights, and open space in the subdivision 8710 known as Ravenswood.
3. The assessment district consists of that property generally described as Subdivision 8710-Ravenswood being a subdivision of a portion of the Northwest quarter of Section 26, Township 1 North, Range 3 East, Mount Diablo Meridian as recorded in Book 458 of Maps, Pages 1-15, Contra Costa County Records.
4. HERWIT Engineering is hereby ordered to prepare a report for annual assessment for the assessment district in accordance with Article 4, of Chapter 1, of Part 2, of Division 15 (commencing with § 22565), of the California Streets and Highways Code, and to file it with the Secretary of the Board of Directors of the Town of Discovery Bay Community Services District.
5. The Board Secretary shall certify the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED THIS 5th DAY OF April 2017.

Robert Leete
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at this regular meeting held on April 5, 2017, by the following vote of the Board:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Michael R. Davies
Board Secretary

Annual Water Quality Report - Reporting Year 2016

Town of Discovery Bay CSD
1800 Willow Lake Road
Discovery Bay, CA 94505

PWSID#: 0710009

We've Come a Long Way

Once again we are proud to present our annual water quality report covering the period between January 1 and December 31, 2016. In a matter of only a few decades, drinking water has become exponentially safer and more reliable than at any other point in human history. Our exceptional staff continues to work hard every day—at any hour—to deliver the highest quality drinking water without interruption. Although the challenges ahead are many, we feel that by relentlessly investing in customer outreach and education, new treatment technologies, system upgrades, and training, the payoff will be reliable, high-quality tap water delivered to you and your family.

If you have any questions about this report or concerns about your water services, please contact the Town of Discovery Bay CSD district office at (925) 634-1131 or visit our website at: www.todb.ca.gov. We want you to be informed about your water quality and water services and we welcome any questions or concerns.

Getting Involved with the Community

If you want to learn and get involved with your community, please attend the Town of Discovery Bay Community Services District Board of Director's regularly scheduled meetings. They are held on the 1st and 3rd Wednesday of each month, starting at 7:00 p.m. at the Town of Discovery Bay Community Center located at 1601 Discovery Bay Blvd. Please also view our website for news, current and past agendas and minutes of our Board meetings, and issues that affect our community at www.todb.ca.gov.

Board Members for 2017

Bob Leete, President

Kevin Graves, Vice President

Bill Mayer, Director

Bill Pease, Director

Chris Steele, Director

Important Health Information

Some people may be more vulnerable to contaminants in drinking water than the general population. Immunocompromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants may be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. The U.S. EPA/CDC (Centers for Disease Control and Prevention) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at (800) 426-4791 or <http://water.epa.gov/drink/hotline>.

Substances That Could Be in Water

The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

In order to ensure that tap water is safe to drink, the U.S. Environmental Protection Agency (U.S. EPA) and the State Water Resources Control Board (State Board) prescribe regulations that limit the amount of certain contaminants in water provided by public water systems. The U.S. Food and Drug Administration regulations and California law also establish limits for contaminants in bottled water that provide the same protection for public health. Additional information on bottled water is available on the California Department of Public Health website (<http://www.cdph.ca.gov/programs/Pages/fdbBVW.aspx>). Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk.

Contaminants that may be present in source water include:

Microbial Contaminants, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife;

Inorganic Contaminants, such as salts and metals, that can be naturally occurring or can result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining, or farming;

Pesticides and Herbicides, that may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses;

Organic Chemical Contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and which can also come from gas stations, urban stormwater runoff, agricultural applications, and septic systems;

Radioactive Contaminants, that can be naturally occurring or can be the result of oil and gas production and mining activities.

More information about contaminants and potential health effects can be obtained by calling the U.S. EPA's Safe Drinking Water Hotline at (800) 426-4791.

Where does our water in Discovery Bay come from?

The Town of Discovery Bay CSD obtains its water from six (6) groundwater wells underlying the community, which then flows through two (2) water treatment facilities that remove Iron and Manganese from our groundwater sources. The average depth of our wells are approximately 400 feet.

Vulnerability assessments are required for all new sources under the CA Waterworks Standards (Chapter 16 of Title 22, CA Code of Regulations), which became effective March 9, 2008. Because Wells 1, 2, 4A, and 5A were all constructed and permitted prior to this date, they are exempt. A source water assessment was conducted for the Well 6 of the Town of Discovery Bay water system in May 2009 and for Well 7 in August 2015.

Discussion of Vulnerability

A known contaminant plume of MTBE exists beneath a site on the corner of Discovery Bay Boulevard and Willow Lake Road, which used to be a gas station (located southwest of the Well No. 6). Since the removal of three former underground storage tanks, piping and dispenser islands in 1998, remediation efforts have been underway for the removal of MTBE in the shallow aquifer. The plume occurs in the shallow aquifer extending to 25.5 feet below ground surface, at which a low permeability layer 13 feet thick prevents further vertical migration. The Central Valley Regional Water Quality Control Board approved monitored natural attenuation as a corrective action method in February 2008, in part because of naturally decreasing concentration trends.

Although there is not a reported groundwater contamination associated with an identified dry cleaning business, it is considered a possible contaminating activity (PCA) due to proximity.

The PCA concerned with unauthorized dumping is associated with boats that have sunk and accidental spills of fuel product into the waterways that are part of Discovery Bay. From 1991 to present there have been more than 20 reports of sunken vessels and product sheens observed in the waterways.

Obtaining Information

A copy of the complete assessment may be viewed at: State Water Resources Control Board Division of Drinking Water 850 Marina Bay Parkway, Bldg., P-2 Richmond, CA 94804

You may request a summary of the assessment be sent to you by contacting: Marco Pacheco, P.E.

Associate Sanitary Engineer Phone: (510) 620-3467. Fax: (510) 620-3455. E-mail: marco.pacheco@waterboards.ca.gov.

Lead in Home Plumbing

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. We are responsible for providing high-quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. (If you do so, you may wish to collect the flushed water and reuse it for another beneficial purpose, such as watering plants.) If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at www.epa.gov/lead.

****PLEASE CONFIRM THIS WITH SUE AT TOWN OF DISCOVERY BAY TO MAKE SURE A NEW TABLE IS INSERTED UNDER SECONDARY SUBSTANCES TABLE****

TREATED SUBSTANCES:

Iron (ppb)

(year) 2016

(SMCL) 300

(PHG/MCL) NA

(Amount Detected) ND

(Range Low-High) ND - ND

(Typical Sources of Contaminant) Leaching from natural deposits; Industrial wastes

Manganese (ppb)

(year) 2016

(SMCL) 50

(PHG/MCL) NA

(Amount Detected) ND

(Range Low-High) ND - ND

(Typical Sources of Contaminant) Leaching from natural deposits

NOTE TO GEMINI REGARDING DESIGN ADDITION: We would like to ADD a second logo which represents our "District of Distinction" status. I will email to Kathy. ~ Sue

(ARTICLE FOR NEWS AREA INSIDE)

Water Conservation. It's For Life.

The potential for wide swings in precipitation from one year to the next shows why we must be prepared for either flood or drought in any year. Although this year may be wet, dry conditions could return again next year. 2017 may be only a wet outlier in an otherwise dry extended period. Unfortunately, the scientific ability to determine if next year will be wet or dry (known as sub-seasonal to seasonal forecasting, or long-range weather forecasting) isn't yet capable of delivering reliable predictions.

Within Discovery Bay, many previously unmetered homes will have their new meter installed and residents will be able to monitor their water usage with the Water Utility Customer Portal which will ultimately result in saving water and money.

Although the drought feels like it's over, there are still government restrictions in place to use water wisely.

1. Continue to prevent wasteful practices such as watering lawns within 48 hours of a rainstorm.
2. Hosing down sidewalks and driveways is prohibited.
3. Overwatering landscaping to the point where water runs into the streets is prohibited.

(CALL-OUT BOX)

To use EyeOnWater and see your metered water use, follow these easy steps:

1. Visit <https://eyeonwater.com/signup> on your computer using a supported web browser.
2. Enter your service area zip code: 94505
3. Enter account number on your water bill (include dashes & periods)
4. Enter your email address
5. Create and confirm a password
6. You will get a confirmation email from Badger Meter, Inc. Verify your email address by clicking on the link in the confirmation email. When that's done, sign in using your email and password.

 (INSERT PICTURE OF "EYE-ON-WATER" IMAGE)

*I will email to Kathy ~ Sue

** Insert (Spanish) Translation Text **

Sampling Results

Our water is monitored for many different kinds of contaminants on a very strict sampling schedule. The information below represents only those substances that were detected; our goal is to keep all detects below their respective maximum allowed levels.

The State recommends monitoring for certain substances less than once per year because the concentrations of these substances do not change frequently. In these cases, the most recent sample data are included, along with the year in which the sample was taken.

Regulated Substances

Substance (Unit of Measure)	Year Sampled	MCL [MRDL]	PHG (MCLG) [MRDLG]	Amount Detected	Range Low-High	Violation	Typical Source
Arsenic (ppb)	2015	10	0.004	ND	ND - 4	No	Erosion of natural deposits; runoff from orchards; glass and electronics production wastes
Barium (ppm)	2015	1	2	ND	ND - 0.21	No	Discharges of oil drilling wastes and from metal refineries; erosion of natural deposits
Fluoride (ppm)	2015	2.0	1	0.4	ND - 1.5	No	Erosion of natural deposits; water additive that promotes strong teeth; discharge from fertilizer and aluminum factories
Gross Alpha Particle Activity (pCi/L)	2016	15	(0)	2.628	ND - 5.27	No	Erosion of natural deposits
Haloacetic Acids - Stage 2 (ppb)	2016	60	NA	15 Average Level	5 - 24	No	By-product of drinking water disinfection
Selenium (ppb)	2015	50	30	ND	ND - 6	No	Discharge from petroleum, glass, and metal refineries;

							erosion of natural deposits; discharge from mines and chemical manufacturers; runoff from livestock lots (feed additive)
THMs [Total Trihalomethanes] - Stage 2 (ppb)	2016	80	NA	65 Average Level	19.2 - 122	No	By-product of drinking water disinfection

Tap water samples were collected for lead and copper analyses from sample sites throughout the community

Substance (Unit of Measure)	Year Sampled	AL	MCLG	Amount Detected (90th% tile)	Sites Above AL/Total Sites	Violation	Typical Source
Copper (ppm)	2015	1.3	0.3	0.30	0/45	No	Internal corrosion of household plumbing systems; erosion of natural deposits; leaching from wood preservatives
Lead (ppb)	2015	15	0.2	2.1	0/45	No	Internal corrosion of household water plumbing systems; discharges from industrial manufacturers; erosion of natural deposits

Secondary Substances

Substance (Unit of Measure)	Year Sampled	SMCL	PHG (MCLG)	Amount Detected	Range Low-High	Violation	Typical Source
Chloride (ppm)	2015	500	NS	154	82 - 480	No	Runoff/leaching from natural deposits; seawater influence
Color (Units)	2015	15	NS	4	ND - 10	No	Naturally-occurring organic materials
Iron (ppb)	2015	300	NS	128	ND - 240	No	Leaching from natural deposits; industrial wastes
Manganese (ppb)	2015	50	NS	110	50 - 170	No	Leaching from natural deposits
Odor - Threshold (TON)	2015	3	NS	1	ND - 4	No	Naturally-occurring organic materials
Specific Conductance (µS/cm)	2015	1,600	NS	1163	941 - 2190	No	Substances that form ions when in water; seawater influence
Sulfate (ppm)	2015	500	NS	77	47 - 98	No	Runoff/leaching from natural deposits; industrial wastes
Total Dissolved Solids (ppm)	2015	1,000	NS	678	560 - 1250	No	Runoff/leaching from natural deposits
Turbidity (NTU)	2015	5	NS	0.4	ND - 1.1	No	Soil runoff
Zinc (ppm)	2015	5.0	NS	ND	ND - 0.06	No	Runoff/leaching from natural deposits

Unregulated Substances

Substance (Unit of Measure)	Year Sampled	Amount Detected	Range Low-High	Typical Source
Boron ¹ (ppm)	2015	2.5	2.2 - 3.5	NA
Sodium (ppm)	2015	165	111 - 293	Salt present in the water and is generally naturally occurring

Other Unregulated Substances

Substance (Unit of Measure)	Year Sampled	Amount Detected	Range Low-High	Typical Source
Hardness (ppm)	2015	196	121 - 360	Sum of polyvalent cations present in the water, generally magnesium and calcium, and are usually naturally occurring

¹ Footnote for Town of Discovery Bay CSD: Some pregnant women who drink water containing boron in excess of the notification level may have an increased risk of having babies with developmental effects, based on studies in laboratory animals.

Footnote for Unregulated Substances Header

Unregulated contaminant monitoring helps U.S. EPA and the State Water Resources Control Board to determine where certain contaminants occur and whether the contaminants need to be regulated.

Table Definitions

ppm (parts per million): One part substance per million parts water (or milligrams per liter).

ppb (parts per billion): One part substance per billion parts water (or micrograms per liter).

pCi/L (picocuries per liter): A measure of radioactivity.

NTU (Nephelometric Turbidity Units): Measurement of the clarity, or turbidity, of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

TON (Threshold Odor Number): A measure of odor in water.

µS/cm (microsiemens per centimeter): A unit expressing the amount of electrical conductivity of a solution.

AL (Regulatory Action Level): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements that a water system must follow.

AL (Action Level): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

MCL (Maximum Contaminant Level): The highest level of a contaminant that is allowed in drinking water. Primary MCLs are set as close to the PHGs (or MCLGs) as is economically and technologically feasible. Secondary MCLs (SMCLs) are set to protect the odor, taste and appearance of drinking water.

MCLG (Maximum Contaminant Level Goal): The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs are set by the U.S. EPA.

MRDL (Maximum Residual Disinfectant Level): The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.

MRDLG (Maximum Residual Disinfectant Level Goal): The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

NA: Not applicable

ND (Not detected): Indicates that the substance was not found by laboratory analysis.

NS: No standard

PDWS (Primary Drinking Water Standard): MCLs and MRDLs for contaminants that affect health along with their monitoring and reporting requirements, and water treatment requirements.

PHG (Public Health Goal): The level of a contaminant in drinking water below which there is no known or expected risk to health. PHGs are set by the California EPA.

TT (Treatment Technique): A required process intended to reduce the level of a contaminant in drinking water.

LRAA (Locational Running Annual Average): The average of sample analytical results for samples taken at a particular monitoring location during the previous four calendar quarters. Amount Detected values for TTHMs and HAAs are reported as LRAAs.



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 5, 2017

Prepared By: Mike Davies, General Manager
Submitted By: Mike Davies, General Manager

MRD

Agenda Title:

Approve Resolution 2017-08 to rescind Resolution 2016-21 which supported legislative action to facilitate reallocation of property tax revenues.

Recommended Action

Approve Resolution 2017-08 to rescind Resolution 2016-21 which supported legislative action to facilitate reallocation of property tax revenues.

Executive Summary

On November 16, 2016, the Board approved Resolution 2016-21, which supported legislative action to facilitate reallocation of ad valorem property tax revenues to cure funding inequities for the East Contra Costa Fire Protection District ("ECCFPD").

At the Regular Board Meeting of March 15, 2017, the Board reviewed the issue. The Board now concludes that reallocation of ad valorem property taxes is not the best method to meet the fire and emergency service funding needs within the community. The language of Resolution 2016-21 conflicts with the Board's current position on the issue.

Approval of Resolution 2017-08 rescinds Resolution 2016-21.

Previous Relevant Board Actions for This Item

Attachments

Resolution 2017-08
Resolution 2016-21

AGENDA ITEM: C-5



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2017-08

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT
RESCINDING RESOLUTION 2016-21 WHICH SUPPORTED LEGISLATIVE ACTION TO
FACILITATE REALLOCATION OF PROPERTY TAX REVENUES**

WHEREAS, on November 16, 2016 the TODB Board of Directors (“Board”) approved Resolution 2016-21, which supported State legislative action to facilitate reallocation of ad valorem property tax revenues to cure funding inequities for the East Contra Costa Fire Protection District; and

WHEREAS, since the approval of Resolution 2016-21 last November, the Board has reviewed the issue and now feels that a reallocation of ad valorem property taxes is not the best method to meet the fire and emergency service funding needs within the community; and

WHEREAS, the Board now desires to rescind Resolution 2016-21 and propose alternative recommendations for funding options to the State Legislature.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Town of Discovery Bay Community Services District, that Resolution 2016-21 is hereby rescinded.

PASSED, APPROVED AND ADOPTED THIS 5th DAY OF APRIL, 2017.

Robert Leete
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on April 5, 2017 by the following vote of the Board:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Michael R. Davies
Board Secretary



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT**

RESOLUTION 2016-21

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT,
SUPPORTING STATE LEGISLATIVE ACTION TO FACILITATE
RE-ALLOCATION OF PROPERTY TAX REVENUES**

WHEREAS, the voters of the State of California adopted Proposition 13 in 1978, amending the State Constitution, including by capping ad valorem tax on real property at 1% of the value of each parcel and restricting growth of ad valorem property taxes to 2% per year for each parcel, absent a change in ownership; and

WHEREAS, the State legislature responded by adopting Senate Bill 154 and, a year later, Assembly Bill (A.B.) 8 to allocate ad valorem property tax revenues to cities, counties, school districts and special districts, primarily based on county-wide proportions of property taxes allocated by each county before Proposition 13; and

WHEREAS, A.B. 8 also established a method for each county to distribute future revenues attributable to ad valorem tax growth; and

WHEREAS, these allocations varied by category, such that urban, suburban and rural fire districts received different proportional levels of the ad valorem tax allocations available within their jurisdictions; and

WHEREAS, at the time allocations were established under A.B. 8, the communities now served by East Contra Costa Fire Protection District (ECCFPD) received fire and emergency response and fire prevention services from the Bethel Island Fire District, the Oakley Fire District, and the East Diablo Fire District, the last of which previously had been formed by the merger of the Eastern Fire Protection District, the Brentwood Fire Protection District, and the Byron Fire Protection District; and

WHEREAS, when these small special districts were combined to form ECCFPD, their Allocations were combined, creating a tax allocation of 7.5 percent of every property tax dollar collected within the new bigger district; and

WHEREAS, since 1978, the population of the 249-square mile ECCFPD has grown by .more than 1,000%, from approximately 10,000 to 110,000; and

WHEREAS, this growth and extensive development in the region has changed the character of the area significantly such that a previously rural area, with an extensive volunteer firefighter network, is now a combination of rural, exurban, suburban and urban areas without *any* volunteer fire fighter services; and

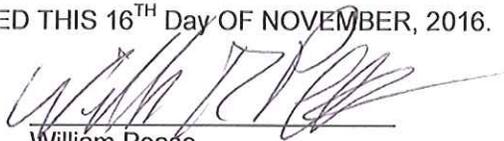
WHEREAS, in Fiscal Year 2015-2016, the 7.5 cents of each dollar collected by ECCFPD in ad valorem property taxes equated to a total of \$11.6 million, which is 4.6 cents per dollar less, and approximately \$7 million less, than the average for all the district in Contra Costa County; and

WHEREAS, ECCFPD residents lack a local forum or mechanism for re-allocation of property tax revenues to finance necessary improvements *in* the District's ability to provide fire and medical emergency protection and response services; and

WHEREAS, only the State legislature and Governor can alter the formula that distributes ad valorem property taxes.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Town of Discovery Bay, that the Board calls upon and encourages the State Legislature and Governor to re-allocate ad valorem property taxes, or to alter the requirements for facilitating re-allocation of ad valorem property taxes, to recognize the past four decades of development, change and growth of communities such as eastern Contra Costa County, and to address the resulting inequities and underfunding of essential public safety services in these communities.

PASSED, APPROVED AND ADOPTED THIS 16TH Day OF NOVEMBER, 2016.



William Pease
Board President

I hereby certify that the foregoing Resolution was duly adopted by the Board of Directors of the Town of Discovery Bay Community Services District at a regularly scheduled meeting, held on November 16, 2016, by the following vote of the Board:

AYES: 5
NOES: 4
ABSENT: 0
ABSTAIN: 0



Catherine Kutsuris
Board Secretary



Town of Discovery Bay
"A Community Services District"
STAFF REPORT

Meeting Date

April 5, 2017

Prepared By: Rod Attebery, Legal Counsel
Submitted By: Michael Davies, General Manager

MRD

Agenda Title

Public Hearing and Possible Action on Resolution to form a Groundwater Sustainability Agency ("GSA") and possible action regarding a Memorandum of Understanding with other East Contra Costa County Water Agencies.

Recommended Action

Conduct a public hearing regarding the Discovery Bay's intent to form a Groundwater Sustainability Agency ("GSA") and adopt a Resolution approving the formation of a GSA and authorizing the General Manager to execute a Memorandum of Understanding (MOU) with the City of Antioch, Byron-Bethany Irrigation District, Contra Costa Water District, Contra Costa County, Diablo Water District, East Contra Costa Irrigation District, and City of Brentwood that will facilitate the creation of the local GSAs and would adopt and implement a Groundwater Sustainability Plan ("GSP").

Executive Summary

The Sustainable Groundwater Management Act ("SGMA"), effective January 1, 2015, established a framework of priorities and requirements to facilitate sustainable groundwater management throughout the State of California. The legislative intent of the SGMA is for groundwater to be managed in California's groundwater basins by local public agencies and newly-formed GSAs.

Discovery Bay's service area overlays a portion of the Tracy Subbasin in East Contra Costa County, which has been identified by the State as Basin 5-22.15 San Joaquin Valley. The Tracy Subbasin has been designated a medium priority basin by the DWR and must form a GSA.

Local agencies participating in the formation of GSAs include the City of Antioch, City of Brentwood, Byron-Bethany Irrigation District, Contra Costa Water District, Contra Costa County, Diablo Water District, East Contra Costa Irrigation District, and Town of Discovery Bay.

If Discovery Bay does not form a GSA on its own or in combination with the other area agencies, the State will step in and manage the groundwater in the area. Local public agencies intending to form a GSA for all or a portion of the basin, must notify DWR by June 30, 2017. If a GSA is not formed by local agencies, the State will develop and administer a GSA at the expense of the local agencies.

Water Code Section §10723 requires that public agencies seeking to participate in a GSA conduct a public hearing to solicit public comments. Pursuant to Section §6066 of the Government Code, notice for the public hearing indicating the Discovery Bay's intent to participate in the formation of a GSA was published in the East County times on March 22, 2017, and March 29, 2017.

Discovery Bay and the other East Contra Costa County member agencies identified in the MOU desire to enter into an agreement that will facilitate coordinated development and implementation of a single Groundwater Sustainability Plan for the portion of the Tracy Subbasin, Basin 5-22 in Contra Costa County.

"Continued to the next page"

The primary purposes of an MOU is to establish separate GSAs for each of the East Contra Costa County member agencies and facilitate a cooperative and ongoing working relationship among the parties and to develop and implement mutually beneficial approaches and strategies for implementing the SGMA in the Tracy Subbasin. This will facilitate contacts with other agencies, both current and prospective, overlying the Basin so that they can coordinate to implement the GSP and to satisfy the requirements of the SGMA. The proposed MOU is intended to be the next step toward formalizing the City's participation in this effort.

The East Contra Costa County member agencies intend to ultimately execute an agreement with groundwater sustainability agencies located in the Tracy Sub-basin, Basin 5-22 outside of Contra Costa County to coordinate the development and implementation of multiple groundwater sustainability plans throughout the entire Tracy Subbasin, Basin 5-22.

Water Code section 10727(b)(2) provides that multiple groundwater sustainability agencies may develop and implement multiple groundwater sustainability plans coordinated pursuant to a single coordination agreement that covers the entire basin.

Fiscal Impact:

The Parties to the MOU will split all costs in the development of the GSP. Through June 30, 2016, \$23,110 has been expended with Ludorff & Scalmanini, Inc. for technical assistance for the planning and compliance with the 2014 SGMA. Discovery Bay already paid its share of the initial contract amount. An agreement amendment is in process and estimated to bring the total not to exceed agreement amount to \$48,660 with \$25,550 available for fiscal year 2016/17.

Amount Requested \$ None at this time.

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

None.

Attachments

- Resolution No. 2017-07
- (Exhibit A – Map of Subbasin)
- (Exhibit B – Public Hearing Notice)
- (Exhibit C – Map of GSAs Portion of Subbasin)
- (Exhibit D – MOU)

AGENDA ITEM: F-1



**TOWN OF DISCOVERY BAY
COMMUNITY SERVICES DISTRICT
Resolution 2017-07**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY,
A CALIFORNIA COMMUNITY SERVICES DISTRICT
APPROVING THE DECISION TO EXECUTE A MEMORANDUM OF UNDERSTANDING
AND BECOME A GROUNDWATER SUSTAINABILITY AGENCY
UNDER THE SUSTAINABLE GROUNDWATER MANAGEMENT ACT**

Background

WHEREAS, the Sustainable Groundwater Management Act ("Act") authorizes local agencies to manage groundwater in a sustainable fashion;

WHEREAS, the Act requires all high- and medium-priority groundwater basins, as designated by the California Department of Water Resources ("DWR"), to be managed by a Groundwater Sustainability Agency ("GSA");

WHEREAS, the Tracy Subbasin ("Subbasin"), identified by DWR as Subbasin ID No. 5-22.15, of the San Joaquin Valley Groundwater Basin has been designated by DWR as a medium-priority basin;

WHEREAS, the Subbasin underlies portions of Contra Costa, San Joaquin and Alameda Counties;

GSA Formation

WHEREAS, in order to exercise the authority granted in the Act, a local agency may decide to become a GSA;

WHEREAS, the Discovery Bay Community Services District ("Discovery Bay") is a local agency as defined by the Act, and it is appropriate for Discovery Bay to be a GSA for a portion of the Subbasin;

WHEREAS, Water Code section 10723.8(b) provides that 90 days following DWR's posting of any GSA decision notice, the GSA shall be presumed to be the exclusive GSA within the area of the basin or subbasin described in the notice, provided no other notice has been submitted for the same area;

WHEREAS, Discovery Bay intends to act as a GSA to manage the portions of the Subbasin located within its boundaries;

WHEREAS, Discovery Bay Board of Directors has been presented with a map of the portion(s) of the Subbasin that it intends to manage, a copy of which is attached hereto as **Exhibit A**;

WHEREAS, Discovery Bay published notice of its decision to become a GSA for the Subbasin in the East County Times, a copy of which is attached hereto as **Exhibit B**;

WHEREAS, on April 5, 2017, the Discovery Bay held a public hearing to consider whether it should decide to become and act as a GSA for the Subbasin;

Coordination with Local Agencies

WHEREAS, Water Code section 10727(b)(2) provides that multiple groundwater sustainability agencies may develop and implement multiple groundwater sustainability plans coordinated pursuant to a single coordination agreement that covers the entire basin;

WHEREAS, Discovery Bay intends to work cooperatively with the other local agencies that have decided to be GSAs in the portion of the Subbasin, as shown in the map attached hereto as **Exhibit C**;

WHEREAS, Discovery Bay and the other local agencies that have decided to be GSAs effective April 20, 2017, in the portion of the Tracy Subbasin within Contra Costa County have prepared the Memorandum of Understanding (MOU), attached hereto as **Exhibit D**, to coordinate development and implementation of a single Groundwater Sustainability Plan for the portion of the Tracy Subbasin in Contra Costa County;

WHEREAS, these local agencies intend to ultimately execute an agreement with groundwater sustainability agencies located in the Subbasin outside of Contra Costa County to coordinate the development and implementation of multiple groundwater sustainability plans throughout the entire Subbasin; and

California Environmental Quality Act

WHEREAS, adoption of this Resolution does not constitute a Project under Section 15378 of Title 14 of the California Code of Regulations because this Resolution does not result in direct or indirect physical changes in the environment.

NOW, THEREFORE, be it RESOLVED, by the Discovery Bay Community Services District Board of Directors as follows:

1. The Discovery Bay Community Services District hereby authorizes General Manager Michael R. Davies to execute the MOU on behalf of Discovery Bay Community Services District.
2. Discovery Bay Community Services District hereby decides to become the GSA effective April 20, 2017, for the areas of the Tracy Subbasin within Discovery Bay Community Services District boundary, as set forth in the map attached hereto as Exhibit A.
3. Within thirty (30) days of the April 20, 2017 effective date, the Discovery Bay District Counsel is directed to provide notice of this decision to the California Department of Water Resources, as required by Water Code section 10723.8.
4. The General Manager shall facilitate and assist in commencing discussions as soon as practical with other GSAs in order to begin the process of coordinating the development of a groundwater sustainability plan for the portion of the Tracy Subbasin in Contra Costa County, as contemplated by the Act.

PASSED AND ADOPTED at a regular meeting of the Discovery Bay Community Services District Board of Directors on April 5, 2017

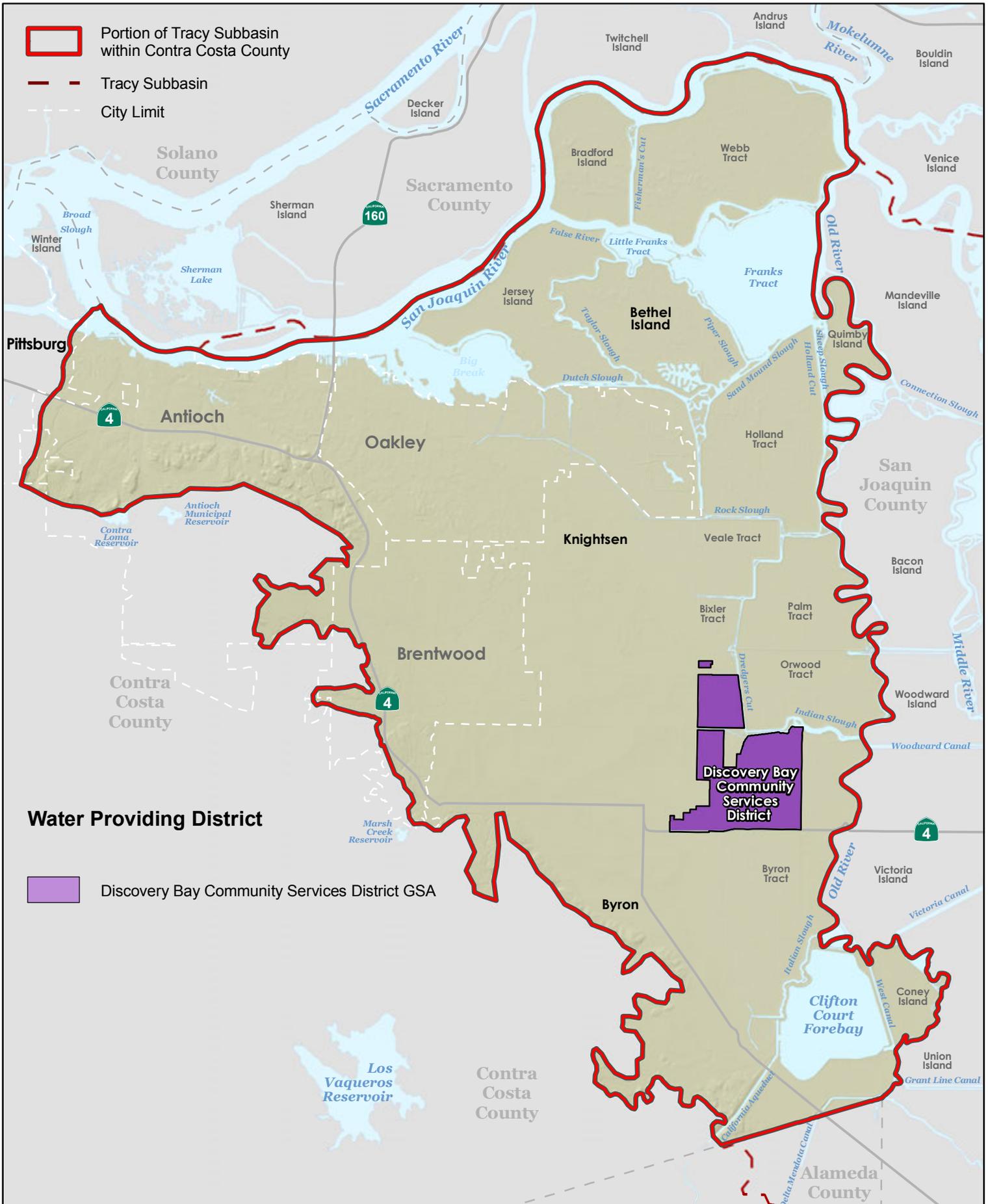
Robert Leete
Board President

I hereby certify that the foregoing Resolution was duly adopted by the following vote of the Board:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Michael R. Davies
Board Secretary

Contra Costa County Groundwater Sustainability Agency Formation



Map created 03/21/2017
 by Contra Costa County Department of
 Conservation and Development, GIS Group
 30 Muir Road, Martinez, CA 94553
 37:59:41.791N 122:07:03.756W

This map or dataset was created by the Contra Costa County Department of Conservation and Development with data from the Contra Costa County GIS Program. Some base data, primarily City Limits, is derived from the CA State Board of Equalization's tax rate areas. While obligated to use this data the County assumes no responsibility for its accuracy. This map contains copyrighted information and may not be altered. It may be reproduced in its current state if the source is cited. Users of this map agree to read and accept the County of Contra Costa disclaimer of liability for geographic information.

B12

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NOTICE OF PUBLIC HEARING

April 5, 2017

NOTICE IS HEREBY GIVEN that the Discovery Bay Community Service District will hold a public hearing on April 5, 2017, at 7:00 P.M. in the Discovery Bay Community Center, 1601 Discovery Bay Boulevard, Discovery Bay, California. The purpose of this public hearing will be to consider public testimony on whether the Discovery Bay Community Service District should decide to become and act as a Groundwater Sustainability Agency (GSA) pursuant to the Sustainable Groundwater Management Act, Water Code section 10720 et seq., for the portion of the Tracy Subbasin within the boundaries of the Discovery Bay Community Service District.

Written comments should be submitted to the Discovery Bay Community Service District to the attention of Michael Davies, no later than April 4, 2017, at 1800 Willow Lake Road Discovery Bay, CA 94505. During the hearing, oral comments may be limited to a reasonable length of time to allow all attendees to be heard. At the conclusion of the hearing, Discovery Bay Community Service District may decide to become a GSA.

ECT 5913425 March 22, 29, 2017

Advertising Order Confirmation

Exhibit B



BayArea
NewsGroup

03/02/17 12:33:09PM

Page 1

<u>Ad Order Number</u> 0005913425	<u>Customer</u> DISCOVERY BAY, TOWN OF	<u>Pavor Customer</u> DISCOVERY BAY, TOWN OF	<u>PO Number</u> April 5 Hearing (GSA)
<u>Sales Representative</u> Anna Davis	<u>Customer Account</u> 2005834	<u>Pavor Account</u> 2005834	<u>Ordered By</u> Carol McCool
<u>Order Taker</u> Toni Carranza	<u>Customer Address</u> COMMUNITY SERVICES DISTRICT 1800 WILLOW LAKE RD. DISCOVERY BAY, CA 94514-9376	<u>Pavor Address</u> COMMUNITY SERVICES DISTRICT 1800 WILLOW LAKE RD. DISCOVERY BAY, CA 94514-9376	<u>Customer Fax</u> 9255132705
<u>Order Source</u> Email	<u>Customer Phone</u> 925-634-1131	<u>Pavor Phone</u> 925-634-1131	<u>Customer EMail</u> cmccool@todb.ca.gov

<u>Current Queue</u> Ready	<u>Invoice Text</u> East County Times	<u>Ad Order Notes</u>
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<u>Teer Sheets</u> 0	<u>Affidavits</u> 0	<u>Blind Box</u>	<u>Materials</u>	<u>Promo Type</u> ECT Legals	<u>Special Pricing</u>
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<u>Ad Number</u> 0005913425-01	<u>Ad Size</u> 2 X 37 Li	<u>Color</u>	<u>Production Color</u>	<u>Ad Attributes</u>	<u>Production Method</u> AdBooker	<u>Production Notes</u>
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<u>External Ad Number</u>	<u>Pick Up</u>	<u>Ad Type</u> Legal Liner	<u>Released for Publication</u>
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NOTICE OF PUBLIC HEARING

April 5, 2017

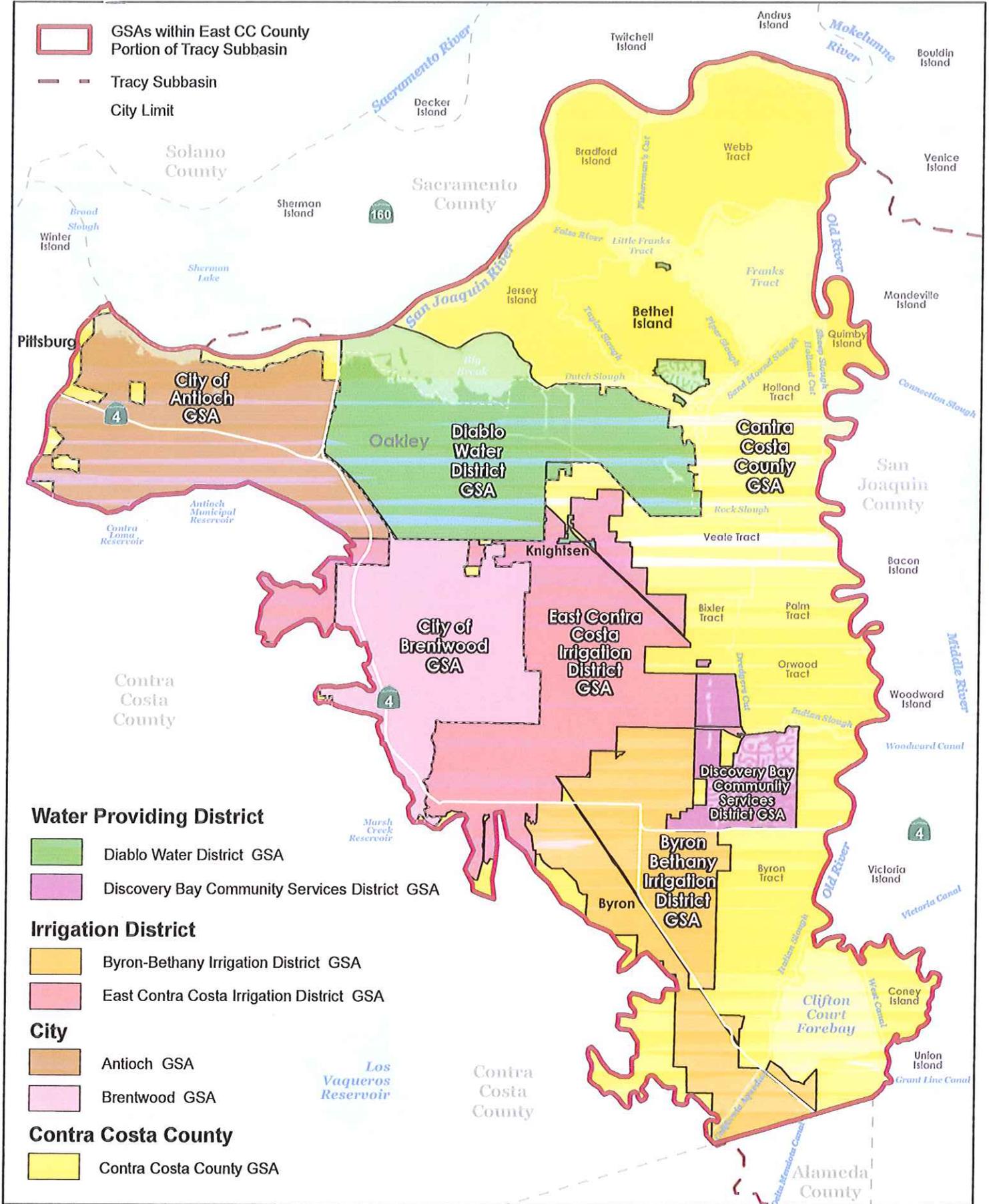
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Written comments should be submitted to the Discovery Bay Community Service District to the attention of Michael Davies, no later than April 4, 2017, at 1800 Willow Lake Road Discovery Bay, CA 94505. During the hearing, oral comments may be limited to a reasonable length of time to allow all attendees to be heard. At the conclusion of the hearing, Discovery Bay Community Service District may decide to become a GSA.

ECT 5913425 March 22, 23, 2017

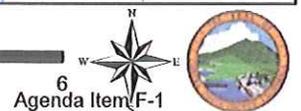
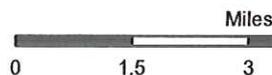
<u>Product</u>	<u>Requested Placement</u>	<u>Requested Position</u>	<u>Run Dates</u>	<u># Inserts</u>
East Bay Times:ECT	Legals CLS	General Legal - 1076~	03/22/17, 03/29/17	2
East Bay Times:EB Full	Legals CLS	General Legal - 1076~	03/22/17, 03/29/17	2

Exhibit C - Contra Costa County Groundwater Sustainability Agency Formation



Map created 03/22/2017 by Contra Costa County Department of Conservation and Development, GIS Group 30 Muir Road, Martinez, CA 94553 37.59:41.791N 122.07.03.756W

This map or dataset was created by the Contra Costa County Department of Conservation and Development with data from the Contra Costa County GIS Program. Some base data, primarily City Limits, is derived from the CA State Board of Equalization's tax rate areas. While obligated to use this data the County assumes no responsibility for its accuracy. This map contains copyrighted information and may not be altered. It may be reproduced in its current state if the source is cited. Users of this map agree to read and accept the County of Contra Costa disclaimer of liability for geographic information.



23 B. The Tracy Subbasin (“**Basin**”) is referred to as DWR Basin 5-22.15, San Joaquin Valley
24 and is shown on the map attached hereto as Exhibit A and incorporated herein by reference as if
25 set forth in full. The Tracy Subbasin is located in eastern Contra Costa County and in San
26 Joaquin County, and Alameda County. The portion of the Basin within Contra Costa County is
27 referred to herein as the “**East CC Basin**,” the portion of the Basin within San Joaquin County is
28 referred to herein as the “**SJ Basin**,” and the portion of the Basin within Alameda County is
29 referred to herein as the “**Alameda Basin**.” The Parties collectively overlie all of the East CC
30 Basin.

31 C. Under SGMA, one or more local agencies may form a groundwater sustainability agency
32 (“**GSA**”), by memorandum of agreement, joint exercise of powers agreement, or other
33 agreement. (Wat. Code, §§ 10723(a), 10723.6.) The Parties desire for each Party to be the GSA
34 within all or a portion of that Party’s boundary. The Parties further desire to develop a
35 governance structure for the East CC Basin to be considered during development of the
36 groundwater sustainability plan (a “**GSP**”) for the East CC Basin (the “**East CC Basin GSP**”).
37 The Parties further desire to resolve areas of jurisdictional overlap so that no two Parties serve as
38 GSAs over the same area. The purpose of this MOU is to coordinate the Parties’ activities
39 related to each Party becoming a GSA, development of the East CC Basin GSP, and each Party’s
40 future consideration of whether to adopt a GSP for the East CC Basin.

41 D. The Parties wish to collaborate in an effort to ensure sustainable groundwater
42 management for the East CC Basin, manage the groundwater basin as efficiently as practicable
43 balancing the financial resources of the agencies with the principles of effective and safe
44 groundwater management, while retaining groundwater management authority within their
45 respective jurisdictions. The Parties desire to share responsibility for East CC Basin

46 management under SGMA. The Parties recognize that the key to success in this effort will be
47 the coordination of activities under SGMA, and the collaborative development of the East CC
48 Basin GSP, which each Party may consider adopting and implementing within its GSA
49 management area. The Parties also will need to confer with GSAs for the SJ Basin and Alameda
50 Basin regarding the terms of an agreement that coordinates the East CC Basin GSP with the
51 GSP(s) of the GSA(s) for the SJ Basin and the Alameda Basin.

52 E. The Basin has been designated by the California Department of Water Resources
53 (“DWR”) as a medium-priority groundwater basin, which, under the terms of SGMA, means that
54 the Parties must submit an East CC Basin GSP to DWR by January 31, 2022.

55 F. The Parties wish to memorialize their commitments by means of this MOU.

56 Understandings

57 1. *Term.* The term of this MOU begins on the Effective Date, which shall occur upon
58 execution of this MOU by all eight of the parties, and this MOU shall remain in full force
59 and effect until the earliest of the following events: (i) January 31, 2022, (ii) the date
60 upon which the Parties submit an East CC Basin GSP to DWR, or (iii) the date upon
61 which the Parties then party to the MOU execute a document jointly terminating the
62 provisions of this MOU. An individual Party’s obligations under this MOU terminate
63 when the Party withdraws from the MOU in accordance with Section 4.

64 2. *Development of the GSP*

65 a. *Parties to Become GSAs.* Each Party, except Contra Costa Water District, agrees
66 to take the necessary actions to become the GSA for all or a portion of that area of
67 the East CC Basin that it overlies, as shown on Exhibit B, attached hereto, no later

68 than April 1, 2017, or shortly thereafter. The Parties shall jointly submit the
69 Parties' individual elections to become GSAs and this MOU to DWR prior to
70 April 1, 2017, or shortly thereafter. The Parties further agree to develop a
71 governance structure for the East CC Basin to be considered during development
72 of the East CC Basin GSP

73 b. *Single GSP.* The Parties will collaborate to develop a single East CC Basin GSP
74 that, at a minimum, satisfies the GSP requirements in the SGMA and the
75 regulations promulgated under the SGMA. The East CC Basin GSP must include
76 an analysis of implementation costs and revenue sources, and must include an
77 analysis of governance structure options. The East CC Basin GSP shall be drafted
78 in a manner that preserves, and does not purport to supersede, the land use
79 authority of each city or county, or the statutory authority of each special district,
80 that is a party to this MOU. The East CC Basin GSP must include provisions for
81 consultation between a GSA and any public agency that the GSA overlaps before
82 the GSA takes any action that may relate to that public agency's exercise of its
83 statutory authority. Unless the Parties later agree otherwise, it is intended that the
84 East CC Basin GSP will be implemented by each Party within its respective GSA
85 management area, and that the Parties will coordinate their implementation of the
86 East CC Basin GSP. The Parties will endeavor to negotiate terms of an
87 agreement with the GSA(s) for the SJ Basin and the Alameda Basin, to ensure
88 that the East CC Basin, SJ Basin, and Alameda Basin GSAs' GSP(s) are
89 coordinated consistent with the SGMA. If the terms of that MOU are negotiated,
90 the Parties will ask their governing bodies to consider approving the MOU.

91 c. *Overlap Areas.* Solely for the purpose of complying with the SGMA requirement
92 that GSA management areas not overlap, the Parties agree that there are no
93 overlapping GSA management areas, as shown on Exhibit B. This MOU does not
94 purport to limit any Party’s legal authority to utilize and deliver groundwater or
95 surface water throughout its jurisdictional boundary (as may be amended from
96 time-to-time), which may include area outside of a Party’s management area
97 shown on Exhibit B.

98 d. *Cooperation of Efforts.* The Parties will designate staff who will endeavor to
99 meet monthly or more frequently if necessary to develop the terms of the East CC
100 Basin GSP in an expeditious manner.

101 e. *Financing .*

102 (1) The outside technical/consultant costs associated with developing the East CC
103 Basin GSP (“GSP Costs”) will be shared equally among the Parties. However,
104 the County, at its sole discretion, may satisfy its share of GSP Costs by providing
105 in-kind services, which may include mapping, graphics, and database
106 management services.

107 (2) The \$118,300 contract with Luhdorff and Scalmanini dated April 1, 2015, for
108 SGMA technical support has been paid one-fifth each by BBID, Brentwood,
109 DWD, ECCID and Discovery Bay. Antioch and CCWD agree that within 60 days
110 of the effective date of this MOU, they shall reimburse BBID, Brentwood, DWD,
111 ECCID and Discovery Bay each \$3,380 in order to reallocate the \$118,300
112 contract cost into one-seventh portions.

113 f. *Approval of the GSP.* The Parties agree that the East CC Basin GSP will become
114 effective for each Party when all of the Parties adopt the East CC Basin GSP.

115 3. *Savings Provisions.* This MOU shall not operate to validate or invalidate, modify or
116 affect any Party's water rights or any Party's obligations under any agreement, contract
117 or memorandum of understanding/agreement entered into prior to the effective date of
118 this MOU. Nothing in this MOU shall operate to convey any new right to groundwater to
119 any Party. Each Party to this MOU reserves any and all claims and causes of action
120 respecting its water rights and/or any agreement, contract or memorandum of
121 understanding/agreement; any and all defenses against any water rights claims or claims
122 under any agreement, contract or memorandum of understanding/agreement.

123 4. *Withdrawal.* Any Party shall have the ability to withdraw from this MOU by providing
124 sixty (60) days written notice of its intention to withdraw. Said notice shall be given to
125 each of the other Parties.

126 a. A Party shall not be fiscally liable for expenditures following its withdrawal from
127 this MOU, provided that the Party provides written notice at least sixty (60) days
128 prior to the effective date of the withdrawal. A withdrawal shall not terminate, or
129 relieve the withdrawing Party from, any express contractual obligation to another
130 Party to to this MOU or to any third party incurred or encumbered prior to the
131 withdrawal.

132 b. In the event of a Party's withdrawal, this MOU shall continue in full force and
133 effect among the remaining Parties. Further, a Party's withdrawal from this MOU
134 does not, without further action by that Party, have any effect on the withdrawing
135 Party's decision to be a GSA. A withdrawing Party shall coordinate the

136 development of its groundwater sustainability plan with the other Parties to this
137 MOU.

138 5. *CEQA*. Nothing in this MOU commits any Party to undertake any future discretionary
139 actions referenced in this MOU, including but not limited to electing to become a GSA
140 and adopting the East CC Basin GSP. Each Party, as a lead agency under the California
141 Environmental Quality Act (“CEQA”), shall be responsible for complying with all
142 obligations under CEQA that may apply to the Party’s future discretionary actions
143 pursuant to this MOU, including electing to become a GSA and adopting the East CC
144 Basin GSP.

145 6. *Books and Records*. Each Party shall have access to and the right to examine any of the
146 other Party’s pertinent books, documents, papers or other records (including, without
147 limitation, records contained on electronic media) relating to the performance of that
148 Party’s obligations pursuant to this Agreement, *providing that* nothing in this paragraph
149 shall be construed to operate as a waiver of any applicable privilege and *provided further*
150 that nothing in this paragraph shall be construed to give either Party rights to inspect the
151 other Party’s records in excess of the rights contained in the California Public Records
152 Act.

153 7. *General Provisions*

154 a. *Authority*. Each signatory of this MOU represents that s/he is authorized to
155 execute this MOU on behalf of the Party for which s/he signs. Each Party
156 represents that it has legal authority to enter into this MOU and to perform all
157 obligations under this MOU.

180 severable. However, in lieu thereof, there shall be added a provision as similar in
181 terms to such illegal, invalid or unenforceable provision as may be possible and
182 be legal, valid and enforceable.

183 h. *Waivers.* Waiver of any breach or default hereunder shall not constitute a
184 continuing waiver or a waiver of any subsequent breach either of the same or of
185 another provision of this MOU and forbearance to enforce one or more of the
186 remedies provided in this MOU shall not be deemed to be a waiver of that
187 remedy.

188 i. *Necessary Actions.* Each Party agrees to execute and deliver additional
189 documents and instruments and to take any additional actions as may be
190 reasonably required to carry out the purposes of this MOU.

191 j. *Compliance with Law.* In performing their respective obligations under this
192 MOU, the Parties shall comply with and conform to all applicable laws, rules,
193 regulations, and ordinances.

194 k. *Liability.* Each Party agrees to indemnify and hold every other Party to the
195 Agreement, and their officers, agents and employees, free and harmless from any
196 costs or liability imposed upon any other Party, officers, agents, or employees
197 arising out of any acts or omissions of its own officers, agents or employees.

198 l. *Third Party Beneficiaries.* This MOU shall not create any right or interest in any
199 non-Party or in any member of the public as a third party beneficiary.

200 m. *Counterparts.* This MOU may be executed in one or more counterparts, each of
201 which shall be deemed to be an original, but all of which together shall constitute
202 but one and the same instrument.

203 n. *Notices.* All notices, requests, demands or other communications required or
204 permitted under this MOU shall be in writing unless provided otherwise in this
205 MOU and shall be deemed to have been duly given and received on: (i) the date
206 of service if served personally or served by electronic mail or facsimile
207 transmission on the Party to whom notice is to be given at the address(es)
208 provided below, (ii) on the first day after mailing, if mailed by Federal Express,
209 U.S. Express Mail, or other similar overnight courier service, postage prepaid, and
210 addressed as provided below, or (iii) on the third day after mailing if mailed to the
211 Party to whom notice is to be given by first class mail, registered or certified,
212 postage prepaid, addressed as follows:

213

214 **City of Antioch**

215 City Manager

216 P.O. Box 5007

217 Antioch, CA 94531-5007

218 Telephone: (925) 779-7011

219 Facsimile: (925) 779-7003

220

221

222

223 **City Of Brentwood**
224 City Manager
225 150 City Park Way
226 Brentwood, CA 94513
227 Phone: (925) 516-5400
228 Fax: (925) 516-5441

229
230 **Byron Bethany Irrigation District**
231 General Manager
232 7995 Bruns Road
233 Byron, CA 94514-1625
234 Telephone: (209) 835-0375
235 Facsimile: (209) 835-2869

236
237
238 **Contra Costa Water District**
239 General Manager
240 Contra Costa Water District
241 P. O. Box H20
242 Concord, CA 94524
243 Phone (925) 688-8032
244 Fax (925) 688-8197

245
246

247

248

Contra Costa County

249

Director, Department of Conservation and Development

250

30 Muir Road

251

Martinez, CA 94553

252

Phone (925) 674-7866

253

254

Diablo Water District

255

Attn: General Manager

256

P.O. Box 127

257

87 Carol Lane

258

Oakley, CA 94561

259

Phone: (925) 625-3798

260

Fax: (925) 625-0814

261

262

263

East Contra Costa Irrigation District

264

General Manager

265

1711 Sellers Avenue

266

Brentwood, CA 94513

267

Phone: (925) 634-3544

268

Fax: (925) 634-0897

269

270

271 **Discovery Bay Community Services District**

272 C/O: Mike Davies, General Manager

273 1800 Willow Lake Road

274 Discovery Bay, CA 94505-9376

275 Telephone: (925) 634-1131

276 Facsimile: (925) 513-2705

277

278 8. Signatures. The Following signatures attest each Party’s agreement hereto.

279 **CITY OF ANTIOCH**

280

281 By: _____ Date: _____

282 Ron Bernal, Interim City Manager

283 APPROVED AS TO FORM:

284

285 By: _____ Date: _____

286 Michael Vigilia, City Attorney

287

288 **CITY OF BRENTWOOD**

289

290 By: _____ Date: _____

291 Gustavo “Gus” Vina, City Manager

292

293 APPROVED AS TO FORM:

294

295 By: _____ Date: _____

296 Damien Brower, City Attorney

297

298 **BYRON BETHANY IRRIGATION DISTRICT**

299

300 By: _____

Date: _____

301 Rick Gilmore, General Manager

302

303 **CONTRA COSTA WATER DISTRICT**

304

305 By: _____

Date: _____

306 Jerry Brown, General Manager

307

308 APPROVED AS TO FORM:

309

310 By: _____

Date: _____

311 District Legal Counsel

312

313 **CONTRA COSTA COUNTY**

314

315 By: _____

Date: _____

316 John Kopchik, Director of

317 Conservation and Development

318 APPROVED AS TO FORM:

319 Sharon L. Anderson, County Counsel

320

321 By: _____

Date: _____

322 Deputy County Counsel

323

324 **DIABLO WATER DISTRICT**

325

326 By: _____

Date: _____

327 Mike Yeraka, General Manager

328

329 **EAST CONTRA COSTA IRRIGATION DISTRICT**

330

331 By: _____ Date: _____

332 Patricia A. Corey, General Manager

333

334 **DISCOVERY BAY COMMUNITY SERVICES DISTRICT**

335

336 By: _____ Date: _____

337 Michael R. Davies, General Manager

Exhibit A - Contra Costa County Groundwater Sustainability Agency Formation

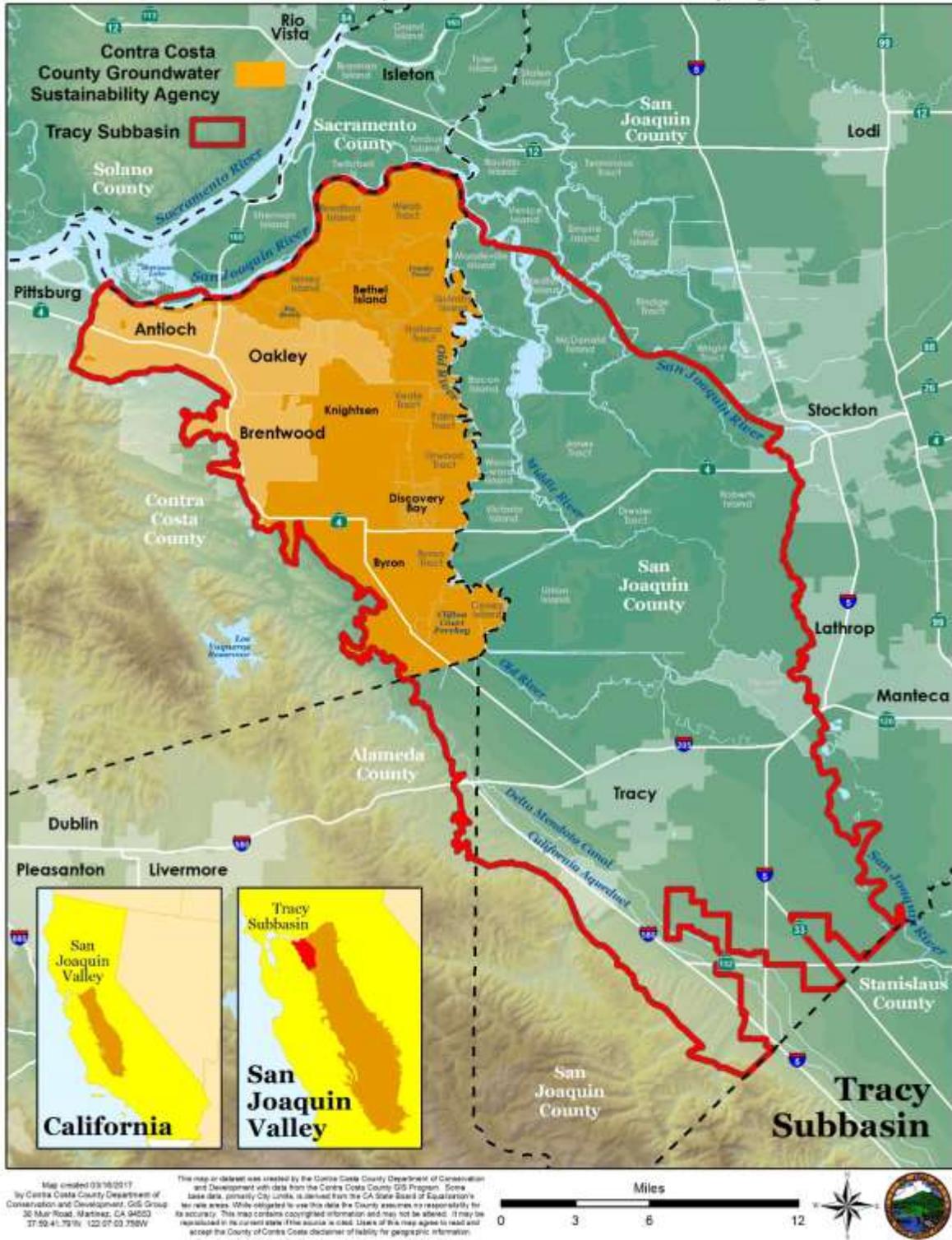
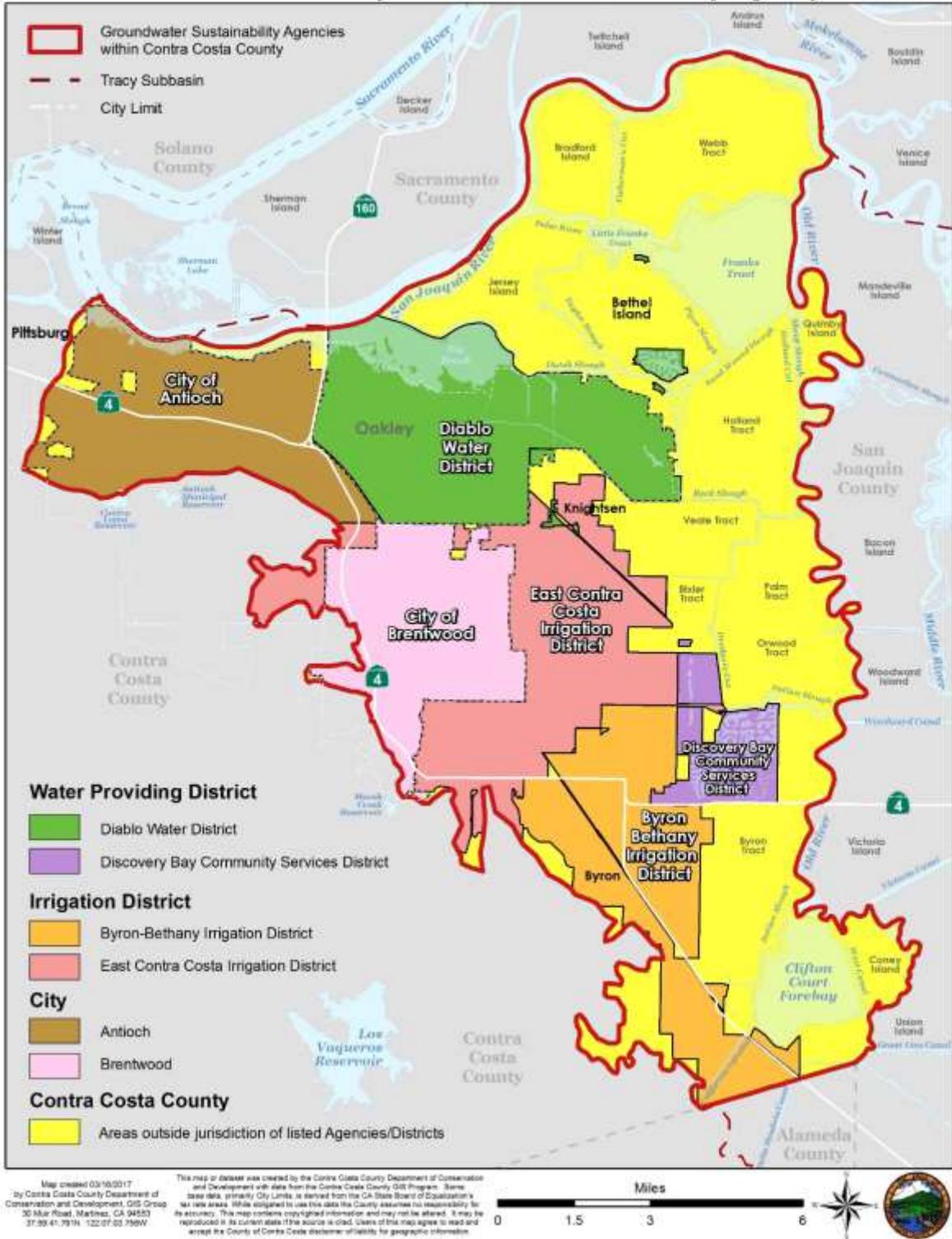


Exhibit B - Contra Costa County Groundwater Sustainability Agency Formation





Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 5, 2017

Prepared By : Brian Miller, Parks & Landscape Manager

Submitted By: Michael Davies, General Manager

MRD

Agenda Title

Replacement of Roberta Fuss Tot Lot Play Structure

Recommended Action

Approval and award of contract to Ross Recreation in the amount of \$29,995.70 to replace the Play Structure at the Roberta Fuss Tot Lot.

Executive Summary

In December of 2015, The Town of Discovery Bay experienced a Natural Gas Outage from our supplier PG&E. The outage lasted approximately one week. Subsequently, PG&E agreed to compensate the Discovery Bay Community for the outage. Two Grants were awarded, one for the use of the Community Center as a Command Center, and the second Grant of \$17,000.00 to replace the Play Structure at the Roberta Fuss Tot Lot.

In March of 2016, the Parks & Recreation Committee comprised a list of projects to be funded by the Grants and additional funding from the PG&E Pipeline Project. The Roberta Fuss Tot Lot was on that list. The list was submitted to the Board of Directors for approval on 3/15/2016 and approval was given for the listed projects.

The Board of Directors is requested to approve and award a contract to Ross Recreation in the amount of \$29,995.70 to remove and replace the Play Structure per plans and specs supplied by Ross Recreation. The Grant of \$17,000.00 plus \$12,995.70 from the PG&E Funds will pay for this project.

Due to the Tot Lot Structure and other construction items not being in standard inventory and must be special ordered, a construction start and completion date cannot be provided at this time.

Fiscal Impact: None

Amount Requested \$29,995.70

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category: PGE Grant/Funds

Previous Relevant Board Actions for This Item

Stated above

Attachments

Ross Recreation Plans and Proposal

AGENDA ITEM: F-2



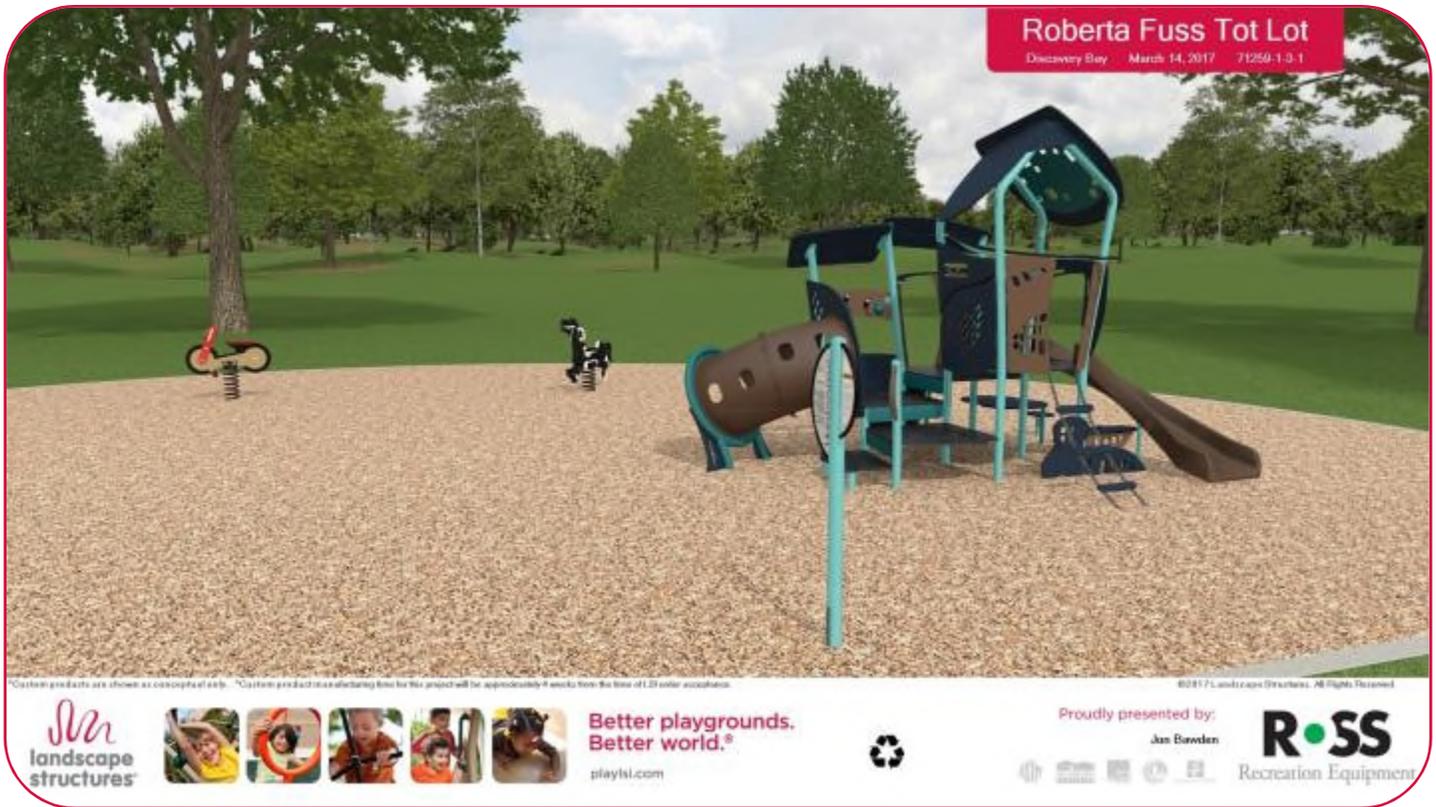
Roberta Fuss Tot Lot

Discovery Bay

March 15, 2017

71259-1-3 FREESTANDING

PLAY (2-5 YEARS)



*Custom products are shown as concepts only. **Custom product availability for this project will be approximately 4 weeks from the time of LID order acceptance.



**Better playgrounds.
Better world.®**
playlsi.com



Proudly presented by:
Jan Bowden



Recreation Equipment

Landscape Structures, the premier provider of innovative playground equipment, is committed to creating inspiring play experiences for children while honoring the environment. Artful, safe and most of all, made for years of fun.

**Better playgrounds.
Better world.™**
playlsi.com

Proudly presented by:





Smart Play: Motion Ages 2-5

Smart Play: Motion[®]

Ages 2-5

Scaled just right for developing toddlers and pre-schoolers, this accessible playstructure packs a lot of activity into its compact size. Kids can clamber up the climbers, through the inclined tunnel and among the patterned decks, or settle into the cozy corner complete with a table top for imaginative play. Along the way there are cut-out shapes to peek through, bongos and ring-a-bells to play, and geometric shape-and-fit games. Kids, parents and teachers will have lots to explore!

Smart Play: Motion not only provides smart design to help create smart kids, but it's manufactured with a smart use of materials. The manufacturing of Smart Play: Motion—similar to the manufacturing process of all our playground products—is focused on getting as many components as possible out of the smallest amount of material. Choose your three favorite Permalene[®] colors for the side panels and roof tops—cutouts from those panels are then used to create table tops, seats and activity components.

Design No. 3882

Minimum area required:
23' 11" x 23' 2"

Maximum fall height: 32"

ADA Compliant





With SmartPlay: Motion kids get plenty of developmentally appropriate challenges with 16 interactive play events:

1. **Inclined Tunnel:** A cool place for kids to explore, hang out and develop large motor skills.
2. **Leaf Shape-and-Fit:** Moveable puzzle pieces create engagement along the handrail.
3. **Wiggle Ladder:** A challenging and fun way for kids to climb their way to exploration while developing coordination and motor planning.
4. **Slide:** A kid favorite that develops balance and coordination and motor planning skills.
5. **Sand Play Station with Sifters and Seats:** Kids engage in interactive and collaborative play at the sand table, chute and rotating sifter.
6. **Shape-and-Fit Table:** Kids will learn their shapes by playing with this matching game.
7. **Leaf Trail:** This interactive play activity develops hand-eye coordination.
8. **Race Car/Roller Track:** A winding track lets little ones send balls or their own toy cars from one side around to the other.
9. **Numbers Climber:** Counting becomes second nature as kids climb to the top.
10. **Ring-a-Bell™:** Kids can create their own rhythms and music using pivoting clappers to ring bells.
11. **Marbles:** A sensory-rich, visual and tactile experience.
12. **Bongo Panel®:** Kids can drum to their own beat with two different tones.
13. **Bead Panel:** The beads help the littlest of visitors with sensory stimulation. *(not shown)*
14. **Steering Wheel:** Kids will cruise along and experience the thrill of driving while stimulating their imagination. *(not shown)*
15. **Steppers:** Promote exploration and discovery for kids while also strengthening their lower bodies. *(not shown)*
16. **Alphabet Panel:** Another way for kids to learn their ABCs—on the playground! *(not shown)*





Quote Number 00009756
 Opportunity Name Roberta Fuss Tot Lot
 Quote Name Roberta Fuss Tot Lot
 Quote Date 3/8/2017
 Quote Exp Date 5/8/2017
 Est Lead Time 2-4 weeks

Bill To Name Town of Discovery Bay
 Bill To 1800 Willow Lake Road
 Discovery Bay, California 94505
 United States

Ship To Name Town of Discovery Bay
 Ship To 1800 Willow Lake Road
 Discovery Bay, California 94505
 United States

Quantity	Product	Product Description	Sales Price	Total Price
1.00	Demolition	Demolition of existing equipment	\$2,500.00	\$2,500.00
1.00	Discount-JB	One time courtesy discount	(\$650.00)	(\$650.00)
1.00	Install- Surfacing	Installation of Surfacing	\$1,165.00	\$1,165.00
1.00	Installation	Installation of equipment	\$4,790.00	\$4,790.00
1.00	PlayShaper	2-5 year old play area, #71259-1-3	\$17,110.00	\$17,110.00
75.00	Wood Fiber	Wood Fiber Surfacing- Per Cubic Yard	\$20.00	\$1,500.00

Total Quote Amounts

County/ City Tax	Contra Costa County	Materials Amount	\$17,960.00
Tax Rate	8.2500%	Tax Amount	\$1,481.70
Credit Terms	Net 30 On Materials Shipment	Labor Total	\$8,455.00
		Freight Amount	\$2,099.00
		Total	\$29,995.70

Notes to Customer

Signature _____

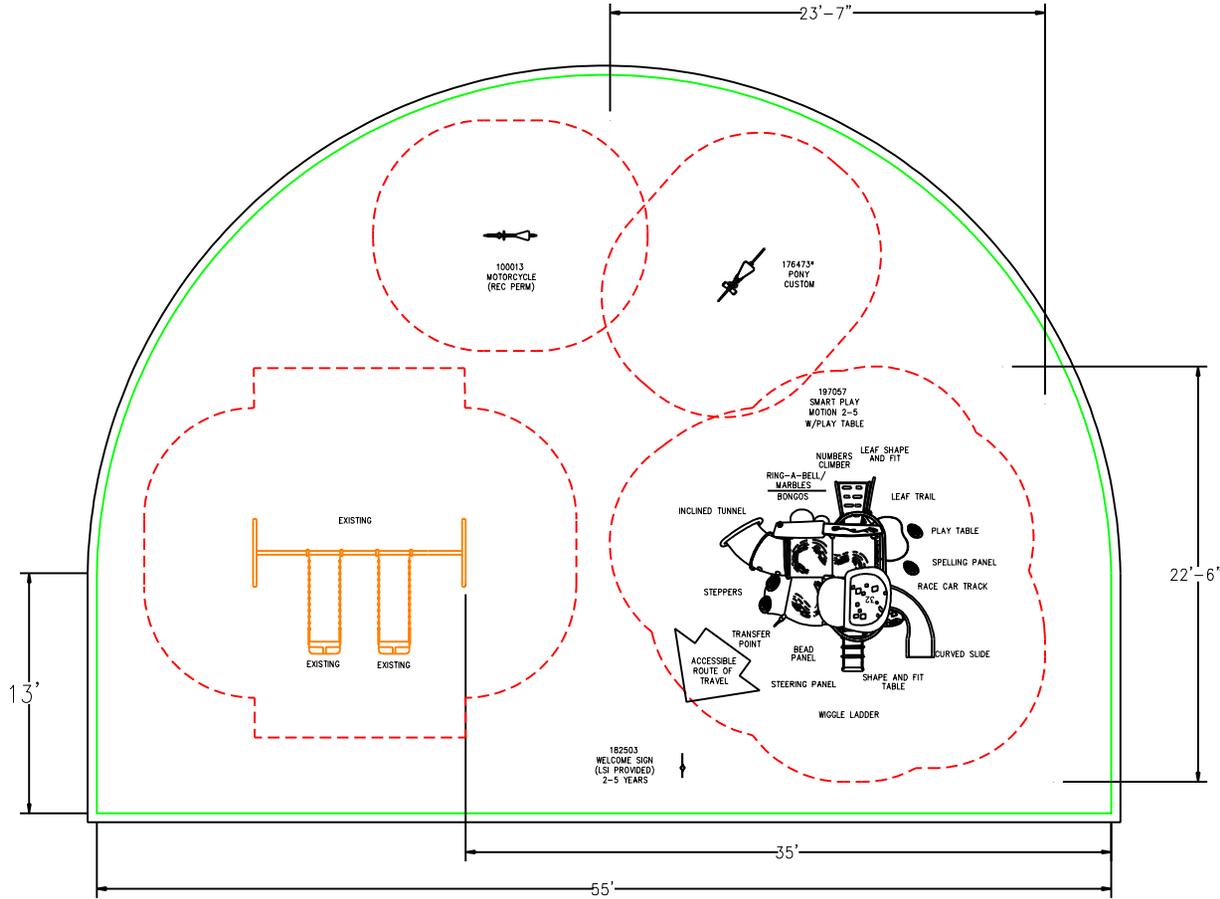
Name _____

Title _____

Date _____

Prepared By Jon Bawden
 Email jonb@rossrec.com

*NOTE: PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATIONS OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.



Freestanding Play
(2-5 years)

TOTAL ELEVATED PLAY COMPONENTS	10		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	10	REQUIRED	5
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	7	REQUIRED	3
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	5	REQUIRED	5

Estimated manufacturing time:
4 weeks from the
time of LSI order acceptance.

landscape
structures



The play components identified on this plan are PEMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.pema.org

THIS PLAY AREA & EQUIPMENT IS DESIGNED FOR AGES 2-5 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION).

ACCESSIBLE/PROTECTIVE
LOOSE FILL MATERIAL
(ENGINEERED WOOD FIBER SUGGESTED)
1,876 SQ. FT.

DESIGNED BY:
SG

COPYRIGHT: 3/14/17
LANDSCAPE STRUCTURES, INC.
691 7th STREET SOUTH - P.O. BOX 198
DELAND, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6991

9/21/16	71259-1-2	SG
0/11/13	71259-1-1	GPC
Date	Previous Drawing #	Initials



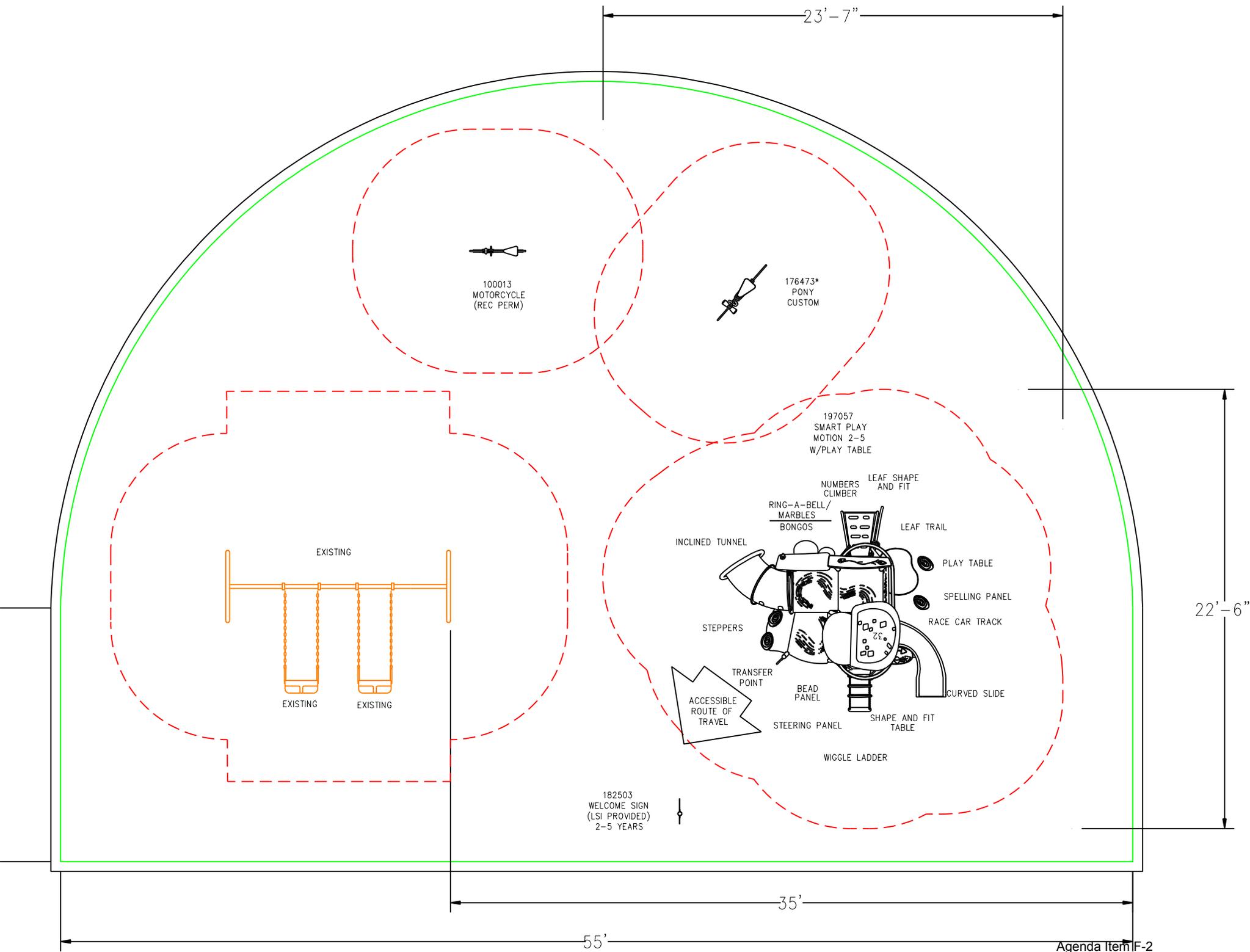
Roberta Fuss Tot Lot
Discovery Bay

Ross Recreation
Equipment Company
Jon Bowden

SYSTEM TYPE:
FreeStanding

DRAWING #:
71259-1-3







Roberta Fuss Tot Lot

Environmental Statement

Discovery Bay

March 15, 2017

71259-1-3 FREESTANDING PLAY (2-5 YEARS)

Landscape Structures has partnered with the Global ReLeaf program of American Forests to purchase trees which will offset the CO₂ generated in manufacturing this playstructure. These trees will not only sequester the CO₂, they help filter water, remove air pollution, provide wildlife habitat and improve our natural environment.



AMERICAN FORESTS

CARBON FOOTPRINT OF LANDSCAPE STRUCTURES PRODUCT:

Tons of CO₂: 2.42
 # of Trees: 7

Carbon Footprint: A measurement of the effect on the climate in terms of the amount of greenhouse gases produced in the Landscape Structures manufacturing process measured in units of carbon dioxide (CO₂).

RECYCLED CONTENT OF LANDSCAPE STRUCTURES PRODUCT:

	<u>w/Standard Permalene®</u>	<u>w/Recycled Permalene®</u>
Steel	365 lbs.	365 lbs.
Aluminum	2 lbs.	2 lbs.
Rubber	0 lbs.	0 lbs.
Plastic	0 lbs.	178 lbs.
Total Recycled Content:	367 lbs.	546 lbs.
Total Post-Consumer Recycled Content:	242 lbs.	259 lbs.
Total Recycled Content (%):	27%	41%
Total Post-Consumer Recycled Content (%):	18%	19%
Total Weight:	1,344 lbs.	1,344 lbs.

Total Recycled Content: Material that has been recovered or diverted from the solid waste stream.

Total Post-Consumer Recycled Content: Material generated by households or commercial, industrial and institutional facilities in their role as end-users. This material can no longer be used for its original intended purposes.

LEED INFORMATION FOR RECYCLED CONTENT:

If you are pursuing LEED certification for your project, please share the following information with your LEED project manager.

	<u>w/Standard Permalene®</u>	<u>w/Recycled Permalene®</u>
Post-Consumer Recycled Weight:	242 lbs.	259 lbs.
½ Pre-Consumer Recycled Weight:	½ x 125 lbs.	½ x 287 lbs.
LEED Recycled Fraction Weight:	305 lbs.	403 lbs.
LEED Recycled Fraction %:	23%	30%
Total Recycled Content Value:	\$3,935.30	\$5,133.00

Calculations are for standard product.



Color Choices

Vivid colors for lively play

ProShield® Colors

For posts/arches, components and clamps, ProShield® finish combines a specially formulated primer with a high-quality, architectural-grade powdercoat top layer. The result is enhanced longevity, greater protection against harsh UV rays, prevention from corrosion, and improved product performance. Custom colors are available for an additional charge.

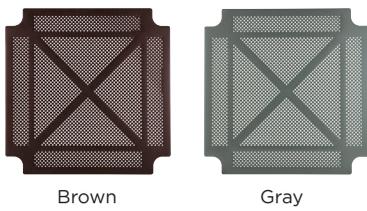
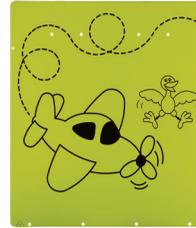
Learn more about our Color Inspirations at playlsi.com/color-inspirations



Permalene® Color Panels



Permalene® panels with a recycled core are a smart choice for your playground and the environment. Available in the 14 colors shown, the distinctive black core results from combining and recycling colored plastic—waste that would otherwise end up in landfills.



Brown

Gray

Steel Decks The heaviest, thickest decks for long-lasting safety: Flange-formed from 12-gauge steel with safe, rounded corners. Reinforced with .105" x 2" ribs welded on cross for superior strength and a consistently flat surface.



TenderTuff™ Coating

For swing chains, handholds, pipe barriers, wheels, rings, etc. Insulates against temperature extremes and provides a safer grip surface compared to painted metal.

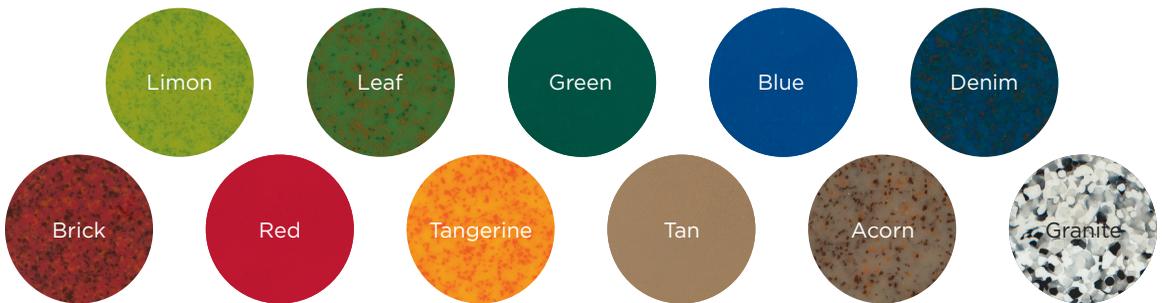


Black

Red

Steel-Reinforced Cables

Made of tightly woven, polyester-wrapped, six-stranded galvanized-steel cable. These abrasion-resistant, color-stable cables are extremely durable and vandal resistant.



Polyethylene For slides, tunnels, roofs, etc. The heavy-duty rotationally molded polyethylene material ensures strength and durability while resisting cracking, fading and peeling. * *Limon, Leaf, Denim, Brick, Tangerine, Acorn and Granite are color blends.*



SkyWays® and CoolToppers® Shade Fabrics Designed to block up to 97.1% of UV rays and keep playground temperatures 30 degrees cooler.



Landscape Structures Inc. (“Manufacturer”) warrants that all playstructures and/or equipment sold will conform in kind and in quality to the specifications manual for the products identified in the Acknowledgment of Order and will be free of defects in manufacturing and material. Manufacturer further warrants:

100-Year Limited Warranty On all PlayBooster® and PlayShaper® aluminum posts, stainless steel fasteners, clamps, beams and caps against structural failure due to corrosion/natural deterioration or manufacturing defects, and on PlayBooster steel posts against structural failure due to material or manufacturing defects.

15-Year Limited Warranty On all Evos® and Weevos® steel arches, all plastic components (including TuffTimbers™ edging), all aluminum and steel components not covered above, Mobius® climbers, Rhapsody® Outdoor Musical Instruments, decks and TenderTuff™ coatings (except Wiggle Ladders, Chain Ladders and Swing Chain) against structural failure due to material or manufacturing defects.

10-Year Limited Warranty On concrete products against structural failure due to natural deterioration or manufacturing defects. Does not cover minor chips, hairline cracks or efflorescence.

8-Year Limited Warranty On Aeronet® climbers and climbing cables against defects in materials or manufacturing defects.

5-Year Limited Warranty On Rhapsody® cables and mallets against defects in materials or manufacturing defects.

3-Year Limited Warranty On all other parts, i.e.: Pulse® products, CableCore® products, all swing seats and hangers, Mobius climber handholds, Wiggle Ladders, Chain Ladders and ProGuard™ Swing Chain, Track Ride trolleys and bumpers, all rocking equipment including Sway Fun® gliders, PVC belting material, HealthBeat® resistance mechanism, Seesaws, etc., against failure due to corrosion/natural deterioration or manufacturing defects.

The environment near a saltwater coast can be extremely corrosive. Some corrosion and/or deterioration is considered “normal wear” in this environment. Product installed within 500 yards (457 meters) of a saltwater shoreline will only be covered for half the period of the standard product warranty, up to a maximum of five years, for defects caused by corrosion. Products installed in direct contact with saltwater or that are subjected to salt spray are not covered by the standard warranty for any defects caused by corrosion.

This warranty does not include any cosmetic issues or wear and tear from normal use of the product, or misuse or abuse of the product. It is valid only if the playstructures and/or equipment are erected to conform with Landscape Structures’ installation instructions and maintained according to the maintenance procedures furnished by Landscape Structures Inc.



2017 Play Equipment Warranty

You have our word.

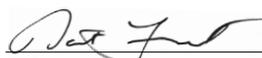
All the warranties commence on date of Manufacturer’s invoice. Should any failure to conform to the above express warranties appear within the applicable warranty period, Manufacturer shall, upon being notified in writing promptly after discovery of the defect and within the applicable warranty period, correct such nonconformity either by repairing any defective part or parts, or by making available a replacement part within 60 days of written notification. Manufacturer shall deliver the repaired or replacement part or parts to the site free of charge, but will not be responsible for providing labor or the cost of labor for the removal of the defective part or parts, the installation of any replacement part or parts or for disposal costs of any part or parts. Replacement parts will be warranted for the balance of the original warranty.

THIS WARRANTY IS EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, WHETHER EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE.

The remedies hereby provided shall be the exclusive and sole remedies of the purchaser. Manufacturer shall not be liable for any direct, indirect, special, incidental or consequential damages.

Manufacturer neither assumes nor authorizes any employee, representative or any other person to assume for Manufacturer any other liability in connection with the sale or use of the structures sold, and there are no oral agreements or warranties collateral to or affecting this agreement. The warranties stated above are valid only if the structures and/or equipment are erected in conformance with Landscape Structures’ installation instructions and maintained according to the maintenance procedures furnished by Landscape Structures Inc.; have been subjected to normal use for the purpose for which the goods were designed; have not been exposed to saltwater or salt spray; have not been subject to misuse, negligence, vandalism, or accident; have not been subjected to addition or substitution of parts; and have not been modified, altered, or repaired by persons other than Manufacturer or Manufacturer’s designees in any respect which, in the judgement of Manufacturer, affects the condition or operation of the structures.

To make a claim, send your written statement of claim, along with the original job number or invoice number to: Landscape Structures Inc. 601 7th Street South, Delano, Minnesota, 55328-8605.

Signed:  President Date: 01/01/2017



Terms of Sale

PRICING: Landscape Structures' list prices do not include delivery and handling charges. Prices are subject to change without notice.

TERMS: To tax-supported institutions and those with established credit: net 30 days from the date of the invoice. 1.5% per month thereafter; freight charges are prepaid and applied to the invoice.

TAXES: Landscape Structures' list prices do not include applicable taxes, if any.

WEIGHTS: Weights are approximate and may vary.

DELIVERY: If delivery of the equipment is by common carrier, and there is damage or a shortage, notify the carrier at once and sign delivery documents provided by the carrier noting the damage or shortage. Most products are delivered on large pallets and will require a forklift or similar equipment to unload as a unit on the site.

INSTALLATION: All playstructures and/or equipment are delivered unassembled and packaged with recyclable materials. For a list of factory-certified installers in your area, please contact your Landscape Structures playground consultant.

SERVICE: We have knowledgeable, qualified playground consultants throughout the world who are available to help you before, during and after the sale. Landscape Structures has exclusive design software that features all of our parts and pieces in pull-down menus. With this software, your playground consultant can design a playground layout that meets not only your needs, but ASTM and CPSC standards as well. In addition, we have a full staff of NPSI-certified designers, along with 2-D and 3-D drawing capabilities and custom capabilities to assist you with your playground plans.

RETURN POLICY: As an indication of our commitment to our customers, Landscape Structures will accept returns of new structures and/or new equipment purchased within 60 days of the original invoice date. Advance notification is necessary to ensure proper credit. Parts not included in this return policy are custom parts (including PlayShaper® posts), as well as used or damaged parts. A 20% restock fee plus all return freight charges will apply to all product returns. NOTE: All parts are subject to inspection upon return. Parts returned damaged may not receive a full credit. For this reason, it is important that all returned parts are properly packaged to prevent damage while in transit.

PRODUCT CHANGES: Because of our commitment to safety, innovation, and value, we reserve the right to change specifications at any time.

PLEASE CONTACT US AT:

Landscape Structures Inc.
601 7th St. South
Delano, MN 55328-8605
888.438.6574 (*inside the U.S.A.*)
763.972.5200 (*outside the U.S.A.*)
playlsi.com





Roberta Fuss Tot Lot

Made in the U.S.A. Statement

Discovery Bay

March 15, 2017

71259-1-3 FREESTANDING

PLAY (2-5 YEARS)

Proudly made in the U.S.A.

Nearly all of our products are made in Delano, Minnesota.*

This allows us to maintain control over the quality of the play equipment you purchase. While other manufacturers are increasingly sourcing components from overseas, Landscape Structures equipment is proudly made in the U.S.A.



**Total Product
Made in the U.S.A.**

98%

Calculations are for standard products.

*Our fabrication, rotomolding, welding and painting operations produce the vast majority of our play components which all take place in Delano, Minnesota, U.S.A.

Better playgrounds.
Better world.™
playlsi.com

Proudly presented by:



Roberta Fuss Tot Lot

Discovery Bay March 14, 2017 71259-13-1



*Custom products are shown as conceptual only. *Custom product manufacturing time for this project will be approximately 4 weeks from the time of LSI order acceptance.

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**Better playgrounds.
Better world.®**
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Proudly presented by:
Jon Bawden



ROSS
Recreation Equipment

Roberta Fuss Tot Lot

Discovery Bay March 14, 2017 71259-1-3-2



*Custom products are shown as conceptual only. *Custom product manufacturing time for this project will be approximately 4 weeks from the time of LSI order acceptance.

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Proudly presented by:

Jon Bawden



ROSS
Recreation Equipment



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 5, 2017

Prepared By: Mike Davies, General Manager
Submitted By: Mike Davies, General Manager

MRD

Agenda Title:

Discussion and possible action regarding an "opt out" alternative to the installation of a smart meter.

Recommended Action

Provide direction on whether or not to add an "opt out" alternative to the installation of a smart meter, and if yes, provide direction on the type(s) of alternative(s) that may be offered to the customer and the imposition of associated costs.

Executive Summary

At the regular Water and Wastewater Standing Committee (Committee) meeting on March 16, 2017, the Committee considered whether or not to recommend to the Board an "opt out" alternative to the installation of a smart meter.

The Water Meter Completion Project is underway and Badger E-series Ultra-Sonic "smart meters" are being installed. Attached to the smart meter is a Badger Orion Cellular Endpoint that captures meter readings and status information, then broadcasts this data via a 2G cell phone signal to Badger's software system called "BEACON." The Town accesses BEACON to view customer water usage for billing purposes, and customers have access to BEACON through the website/app "Eye on the Water" to monitor their individual water use.

A resident has requested to "opt out" of the smart meter installation for health reasons and requests that an analog water meter be installed in its place. Currently, the Town does not provide an "opt out" alternative.

Alternatives to the Smart Meter – Requires Manual Meter Reading

- 1) Badger E-series Ultra-Sonic meters could be installed without the Badger Orion Cellular Endpoint reader. By eliminating the reader, no cell signal or other broadcast function exists. The meter itself sends ultrasonic signals, but these signals travel completely within the meter. Installation cost would be reduced by the cost of the reader (\$85.50 plus tax and S&H). If the reader is later added, its cost could be billed to the customer at that time.
- 2) A Badger "Recordall Disc Meter" could be installed as an alternative. This meter is a magnetic drive and does not have ultrasonic signals or transmitter capability. The cost of a 3/4" is \$101 and the cost of the 1" is \$196 (add tax and S&H). This meter would have to be replaced if a smart meter is desired at a later time, and that cost could be billed to the customer at that time.

Manual Reading Costs

Both alternatives cited above would require manual meter reading and extra billing procedures. Staff time attributable to this type of billing is estimated on average to be 15 minutes per customer. Currently, this would be:

Employee Burdened Rate:	\$49.98/hr	
13% Operation Surcharge (overhead)	6.50/hr	
Use of TODB Truck	32.90/hr	
	\$89.38/hr	\$22.35 - 1/4hr

When employee and other associated costs go up, so would the rate.

"Continued to the next page"

Committee Recommendation

After consideration and discussion, the Committee concluded that offering the “opt out” alternative adds logistic burdens for the District and there are no known confirmed health issues directly attributable to smart meters. The Water and Wastewater Standing Committee’s recommendation to the Board is that smart meters be installed for all residential water customers without an “opt out” alternative.

Previous Relevant Board Actions for This Item**Attachments****AGENDA ITEM: F-3**



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 5, 2017

Prepared By: Michael Davies, General Manager
Submitted By: Michael Davies, General Manager

MRD

Agenda Title

Discussion and possible action regarding letter to Senator Glazer concerning East Contra Costa Fire Protection District ("ECCFPD") funding.

Recommended Action

Authorize Board President to sign a letter, on behalf of the Board, to Senator Glazer concerning ECCFPD funding and encouraging legislators to amend vote requirements for special taxes for essential lifesaving emergency services.

Executive Summary

At the Regular Board Meeting on March 15, 2017, the Board reconsidered its previous position taken at a Regular Board Meeting on November 16, 2016, concerning the reallocation of ad valorem property tax revenues to cure funding inequities for the ECCFPD. The Board now concludes that reallocation of ad valorem property taxes is not the best method to meet the fire and emergency service funding needs within the community.

The attached letter is written to represent the Board's current position on the issue and has been prepared for the Board President's signature. By approval of the Board, the signed letter will be sent to Senator Glazer with copies sent to other interested parties.

Fiscal Impact:

Amount Requested \$ N/A

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

November 16, 2016 – Business and Action F-3

March 15, 2017 – Business and Action F-3

Attachments

Letter to Senator Glazer RE Emergency Services

AGENDA ITEM: F-4



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Bob Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

April 5, 2017

Senator Steven M. Glazer
1350 Treat Blvd., Suite 240
Walnut Creek, CA 94597

RE: Letter requesting consideration of amending vote requirements for special taxes for essential lifesaving emergency services

Dear Senator Glazer:

The Town of Discovery Bay Community Services District (“District”) receives emergency medical and fire services from the East Contra Costa Fire Protection District (“ECCFPD”). ECCFPD continues to struggle financially, which has resulted in a systematic shut down of fire stations and reductions of available emergency services. While there is no shortage of reasons for the current conditions, it is imperative that we work together toward achievable and swift solutions.

The District recognizes that an imbalance of funding exists; however, the imbalance itself only occurs between the fire districts of our County - not between special districts and other agencies as a whole. The District sent a letter to your office on November 21, 2016 requesting reallocation of ad valorem property taxes as requested by the ECCFPD. While the District still supports increased funding options for ECCFPD, the District no longer feels that a reallocation of ad valorem property taxes is the best method to meet all funding needs within the community.

Any proposed reallocation of property tax revenues could lead to more shortfalls in other critical services. A unilateral reallocation of property taxes would spread funding shortfalls to all other service providers in the area and will equal a zero-sum game. Further, we recognize that transferring revenue between certain agencies is illegal under California Revenue and Taxation Code Section 5 Article 99. Exacerbating the transfer of tax issue is the acknowledgement that funding to school districts and education, which receives the majority of available taxes, is off limits to reallocation. This would shift the majority of reallocation to agencies already operating with smaller percentages of tax apportionment.

We highly encourage the State, and our local legislators, to explore other available solutions. One recommended solution is to lower the voter threshold for passage of special taxes and revenue enhancements for fire and emergency services from a super majority to a simple majority. As you are aware, this has been done for education bonds due to their essential nature. We feel that the same rationale applies to fire districts because lifesaving emergency services are also essential to the wellbeing of the community.

The District remains supportive of fair and realistic revenue enhancements to stabilize and restore our fire services. Please contact us if you would like any additional information or to discuss our recommendation.

Very truly yours,

Robert Leete, Board President
Town of Discovery Bay CSD

cc: Town of Discovery Bay Community Services District Board of Directors
Contra Costa County Board of Supervisors
East Contra Costa Fire Protection District
Governor Edmund G. Brown, Jr.
Assembly Member Frazier
Assembly Member Baker
City of Brentwood
City of Oakley
Mr. Rod A. Attebery, Neumiller & Beardslee, District Counsel



Town of Discovery Bay

"A Community Services District"

STAFF REPORT

Meeting Date

April 5, 2017

Prepared By: Michael Davies, General Manager
Submitted By: Michael Davies, General Manager

MRD

Agenda Title

Discussion and possible action related to District Board member regional representation.

Recommended Action

Discuss and take possible action regarding regional representation by District Board members, and direct staff to draft document revisions and make changes as necessary to the Board's action.

Executive Summary

At the Regular Board Meeting on January 18, 2017, the Agenda (Item F-4) provided for Board consideration and approval, a proposal by President Leete to make potential modifications to the Board Bylaws and Policies related to Board Member participation at regional committees. At this meeting, President Leete withdrew his proposal concerning Board Member participation at regional committees, and directed the issue be moved to a future meeting.

The consideration of Board Member Regional Committee participation is being brought back now for discussion and possible action.

Fiscal Impact:

Amount Requested \$ N/A

Sufficient Budgeted Funds Available?: (If no, see attached fiscal analysis)

Prog/Fund # Category: Pers. Optg. Cap. -or- CIP# Fund#

Previous Relevant Board Actions for This Item

December 16, 2015 – District Representative Listing – Informational Item only

Attachments

- 1) Relevant Portion of Board Bylaws
- 2) District Representative Listing

AGENDA ITEM: F-5



Town of Discovery Bay

Program Area: Board	Policy Name: Bylaws	Policy Number: 002
Date Established: March 25, 1998	Date Amended: January 18, 2017	Resolution: 2017-04

ARTICLE I

NAME

This unit of local government shall be known as the Town of Discovery Bay, a Community Services District, with powers and territorial boundaries as prescribed in Resolution No. 97/295 of the Board of Supervisors of Contra Costa County, State of California, dated June 10, 1997, and as provided by law.

ARTICLE II

PURPOSE

The purposes of the Town of Discovery Bay, as approved by the Local Agency Formation Commission and by law, are

- A. To Operate as a Community Services District and provide water distribution, wastewater connection and treatment; and parks, landscaping and recreation services to the residents of Discovery Bay.
- B. To provide for those exercise of those powers set forth in Government Code §61000 et seq. (Community Services District Law).
- C. To continue the advisory responsibilities of the Discovery Bay Municipal Advisory Council;
- D. To serve the residents of the Town of Discovery Bay, in the manner provided by law.

ARTICLE III

BOARD OF DIRECTORS

Section 1. Board of Directors

The governing body of the District shall consist of five (5) elected Directors, each of whom shall serve for a term of four (4) year staggered terms. During elections every two (2) years, either

two (2) or three (3) Directors are elected to serve to the District for the next four (4) years. The initial Directors, their terms and term expirations, are:

William Slifer	4 years	Expires December 1, 2001
Mike Dohren	4 years	Expires December 1, 2001
David Piepho	4 years	Expires December 1, 2001
Virgil Koehne	2 years	Expires December 1, 1999
Chet Loveland	2 years	Expires December 1, 1999

Section 2. Compensation

The Board may authorize each Director to receive compensation of One Hundred and Fifteen Dollars (\$115.00) for each meeting of the Board attended, and One Hundred Fifteen Dollars (\$115.00) for each day's service not to exceed Six Hundred Ninety Dollars (\$690.00) per month as provided in Government Code §61047 and Chapter 2 commencing with Section 20200 of Division 10 of the Water Code. Traveling and such other necessary expenses actually incurred in performing District Duties shall be reimbursed, and such reimbursement shall be in addition to the compensation specified herein consistent with the authorized Reimbursement and Travel Policy.

Section 3. Vacancies

- A. Vacancies on the Board shall be filled in accordance with Government Code § 1780.
- B. Vacancies shall be deemed to exist as provided in Government Code § 1770.

Section 4. Resignation

A Director may resign at any time by giving written notice to the Board, to the President, or to the Secretary of the Board. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

ARTICLE IV

OFFICERS

Section 1. Elected Officers

The elected officers shall be chosen by the Board from among the five (5) members of the Board and shall consist of a President (who may be called "Chair"), a Vice-President (who may be called "Vice-Chair"), and a President Pro-Tempore.

Section 2. Terms and Responsibilities of Elected Officers

Elected Officers of the Board, as provided in Article IV, Sec. 1, shall be elected by the Board at the first meeting in January and shall serve for one (1) year, said term to commence upon election. All elected officers shall be eligible to serve successive terms, except that the President shall be eligible to serve not more than two (2) full successive terms as President.

Board members may serve on Regional Committees, Standing Committees, and Ad Hoc Committees, as necessary.

Regional Committees are to be assigned based upon the position held by the Board member and the seniority of each member of the Board. Board members will have preference of committee selections in the following order: President, Vice-President, and President Pro-Tempore, senior most Board member followed by the least senior Board member. In the event seniority cannot be determined due to the date of assumption of office, the Board member with the highest vote count in their most recent election shall prevail as the senior member for purposes of this selection procedure. This procedure shall be used to fill Primary and Alternate members to respective Regional Committees. Board Members shall serve on the Regional Committee for a two-year term.

The Board shall maintain five (5) advisory Standing Committees. Two members of the Board of Directors shall be assigned to each Standing Committee. The Standing Committees and their subject matter and responsibilities are as follows:

1. WATER AND WASTEWATER COMMITTEE

- a. Provide guidance/policy recommendations regarding all water and wastewater operations and planning.

2. PARKS AND RECREATION COMMITTEE

- a. Provide guidance/policy recommendations regarding community center operations/activities, parks and recreation activities and landscaping efforts.

3. FINANCE COMMITTEE

- a. Provide guidance/policy recommendations regarding budgets, investments/debt and the Public Financing Authority.

4. COMMUNICATIONS COMMITTEE

- a. Provide guidance/policy recommendations regarding all Town of Discovery Bay Community Services District external communications activities.

5. INTERNAL OPERATIONS COMMITTEE

- a. Provide guidance/policy recommendations regarding Town of Discovery Bay Community Services District personnel policies and general administration of the organization.



Town of Discovery Bay - District Representative Listing 2017

Regional Committee Appointments

Committee Name	Location	Day and Time	Director Appointed	Alternate
Contra Costa County Aviation Advisory Committee	550 Sally Ride Dr. Concord or 500 Eagle Court, Byron	1st Thursday of the Month at 10:00 a.m.	Kevin	Bill
Contra Costa County Code Enforcement	3361 Walnut Boulevard Suite 140 Brentwood	4th or 5th Thursday of the Month at 1:30 p.m.	Bob	Bill
Contra Costa Special Districts Association	5019 Imhoff Place, Martinez	Quarterly	Bill	
East Contra Costa County Fire Protection District Liaison	3231 Main Street, Oakley	1st Monday of the Month at 6:30 p.m.	Kevin	Chris
East County Water Management Association			President	Vice-President
LAFCO Liaison	651 Pine 6th Floor, Martinez	2nd Wednesday of the Month 1:30 p.m.	Chris	Bill
Police Service (P6 Committee)	Community Center	Quarterly - TBD	Bob	
School District Representative Liaison	14301 Byron Highway, Byron	3rd Thursday of the Month at 7:00 p.m.	Chris	Bob
Regional Transportation Agencies	As Necessary	As Necessary		Kevin

Standing Committee Appointments

Committee Name	Location	Day and Time	Director Appointed	Director Appointed
Finance Committee (Budget, Investment, Public Financing Authority)	Community Center	Quarterly, as needed, Monday at 10:00 A.M.	Bob Leete	Bill Mayer
Water and Wastewater Committee	Community Center	Monthly, third Thursday at 3:00 P.M.	Kevin Graves	Bill Pease
Internal Operations Committee	Community Center	Quarterly, second Thursday at 4:00 P.M.	Bob Leete	Kevin Graves
Parks and Recreation Committee (Community Center, Park and Recreation, Landscape)	Community Center	Bi-Monthly, third Wednesday at 3:30 P.M.	Chris Steele	Bill Pease
Communications - Committee	Community Center	Quarterly, first Wednesday at 5:30 P.M.	Chris Steele	Bill Mayer

* Adoption of this Listing constitutes approval of the Board for attendance at meetings and representation of the Town of Discovery Bay, by the designated representative (or in that representative's absence, the alternate) concerning the subject for which the appointment is made but does not address the issue of whether such attendance may be compensated or whether expenses may be paid for such attendance, as those issues are addressed by law and by separate policy of the Board.



Town of Discovery Bay - District Representative Listing 2017

Regional Committee Descriptions

Contra Costa County Aviation Advisory Committee: This involves attending meetings of this committee to discuss airport operations and activities.

Contra Costa County Code Enforcement: This involves meeting with public officials, public employees and community groups covering issues of code enforcement in, or affecting, the Town.

Contra Costa Special Districts Association: This involves attending meeting of the Contra Costa Special Districts Association.

East Contra Costa County Fire Protection: District Liaison: This involves attending meetings of the East Contra Costa County Fire Protection District, and meeting with public officials, public employees and community groups concerning issues of fire protection in, or affecting, the Town.

East County Water Management Agency: This involves attending meetings of this association, made up of representatives of local water and wastewater agencies to discuss, and exchange, information pertaining to water and wastewater operations.

LAFCO Liaison: This involves attending meetings of LAFCO when an issue affecting the Town is before LAFCO.

Police Services (P6 Committee): This involves meeting with public officials, public employees and community groups covering issues of police services in, or affecting, the Town.

School District Representative Liaison: This involves attending meetings of the School Districts, and meeting with public officials, public employees or community groups concerning issues affecting the relationship between the Town and the Town's residents and School Districts whose area involves any portion of the Town.

Regional Transportation Agencies: This involves attending meetings with public officials, public employees, and community groups concerning transportation issues affecting the residents of the Town.

Board Standing Committee Descriptions

Finance Standing Committee Includes: Budget standing committee works with staff in the development of the District's annual Operating and Capital Improvement Program Budgets. The standing committee may also meet periodically through the year to review existing budgets or to meet with staff to address budgetary issues. Investment standing committee is responsible for working with staff and financial advisors (when applicable) on making recommendations regarding the District's investment portfolio that are consistent with the District's Investment Policy. Public Financing standing committee meets with staff, consultants, legal counsel, and other necessary individuals regarding the issuance of municipal debt of the Public Financing Authority on an as necessary basis.

Water and Wastewater Standing Committee: The Water and Wastewater standing committee meets with staff, contractors, engineers, and other necessary individuals regarding matters pertaining to the Town's Water and Wastewater operations.

Internal Operations Standing Committee: The Internal Operations standing committee meets with staff regarding Town policies, procedures, and resources that pertain to employees and office administration.

Parks & Recreation Standing Committee Includes: Community Center standing committee works on the planning and future development of the Community Center. This may involve meetings with public officials, public employees, Town staff and developers concerning issues involving the Community Center project.

Communications Standing Committee: The Communications standing committee is tasked with assisting in various methods of communication in which the Town of Discovery Bay communicates its activities, information, and mission to the public.